



COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

1601 ALHAMBRA BOULEVARD
SACRAMENTO, CALIFORNIA 95816-7083

COMMISSION MEETING AGENDA

April 16, 1998 - 10:00 A.M.

Doubletree Hotel
1830 Hilltop Drive
Redding, CA 96002
(530) 221-8700

AGENDA

CALL TO ORDER

FLAG SALUTE

MOMENT OF SILENCE HONORING PEACE OFFICERS KILLED IN THE LINE OF DUTY

Since the last Commission meeting, the following officers have lost their lives while serving the public:

- o Officer Britt T. Irvine, California Highway Patrol, Santa Maria
- o Officer Ricky B. Stovall, California Highway Patrol, Santa Maria
- o Officer Paul D. Korber, Ventura Harbor Patrol

WELCOME TO NEW COMMISSIONER

- o Barbara G. Warden

ROLL CALL OF COMMISSION MEMBERS

INTRODUCTIONS

APPROVAL OF MINUTES

- A.1. Approval of the minutes of the January 22, 1998 regular Commission meeting held at the Sheraton Hotel in Newport Beach.

CONSENT CALENDAR

- B.1 Receiving Course Certification Report

Since the January meeting, there have been 98 new certifications, 0 decertifications, and 0 modifications. In approving the Consent Calendar, your Honorable Commission receives the report.

B.2 Receiving Financial Report - Third Quarter FY 1997/98

The third quarter financial report will be provided at the meeting for information purposes. In approving the Consent Calendar, your Honorable Commission receives the report.

B.3 Receiving Information on New Entries Into the POST Regular (Reimbursable) Program

The Santa Ana Unified School District Police Department and the Los Angeles Office of County Security have met the Commission's requirements and have been accepted into the POST Regular Program. In approving the Consent Calendar, your Honorable Commission receives the report.

B.4 Receiving Information on Withdrawals from the POST Program

The Cabrillo Community College Police Department and the Hawaiian Gardens Police Department have disbanded in favor of contractual services from sheriffs' departments. The Los Angeles County Department of Parks Police, the Los Angeles County Health Services Police Department, and the Los Angeles County Internal Services Police Department have been merged into the Los Angeles Office of County Securities. In approving the Consent Calendar, the Commission takes note the departments are no longer part of the POST Program.

B.5 Receiving Information on New Entries Into the Public Safety Dispatcher Program

Procedures provide that agencies that have expressed willingness to abide by POST Regulations and have passed ordinances as required by Penal Code Section 13522 may enter into the POST Reimbursable Public Safety Dispatcher Program pursuant to Penal Code Sections 13510(c) and 13525.

In approving the Consent Calendar, your Honorable Commission notes that the following have met the requirements and have been accepted into the POST Reimbursable Public Safety Dispatcher Program.

- o Bakersfield Police Department
- o Lompoc Police Department
- o Palo Alto Police Department
- o Ripon Police Department
- o Pomona Police Department
- o Cathedral City Police Department

B.6 Receiving a Report on District Attorneys' Investigation and Trial Preparation Course

At the request of the Commission, this report summarizes the current status of the District Attorneys' Investigation and Trial Preparation course. In approving the Consent Calendar, your Honorable Commission receives the report.

B.7 Confirming Policy Statement for Inclusion in Commission Policy Manual

Consistent with Commission instructions, statements of policy made at a Commission meeting are to be submitted for affirmation by the Commission at the following meeting. In approving the Consent Calendar, your Honorable Commission affirms the following policy:

Kelly Young

The Commission shall establish a moratorium on further funding of driver training simulator hardware pending the conduct of an effectiveness study of the program and authorizes appropriate certification, including tuition for training conducted with driver training simulators, with the proviso that hardware maintenance costs not be included with the tuitional costs.

B.8 Approving Resolution Commending Retired Commander Jay N. Clark

In approving the Consent Calendar, your Honorable Commission adopts a Resolution commending Jay N. Clark, who retired on February 16, 1998 as Police Commander with the El Cerrito Police Department, for his outstanding service to California law enforcement for 30 years. Jay N. Clark is currently a member of the POST Advisory Committee and served as its Chairman in 1996.

B.9 Approving Resolution Commending Retired Chief Daryl M. Wicker, City of Cypress

In approving the Consent Calendar, your Honorable Commission adopts a Resolution commending Daryl M. Wicker, who retired on April 2, 1998 as Chief of the Cypress Police Department, for outstanding service to California Law Enforcement for 30 years.

STRATEGIC PLAN

C. Report on Strategic Plan Progress

Commissioner TerBorch, Chairman of the Committee for Strategic Plan Implementation, will report on implementation and updating of the POST Strategic Plan.

STANDARDS AND COMPETENCY

D. Proposal to Amend Commission Regulation 1021 for Reimbursement of Interactive Multimedia Training Delivery System

The Commission has previously given tentative approval, subject to Finance Committee review of hardware specifications, for reimbursing POST agencies for purchase of new interactive multimedia systems capable of running CD-ROM-based courseware. Assuming continued Commission support for this proposal, agencies will follow provisions in Commission Regulation 1021 when purchasing the computers.

However, some of the wording in Regulation 1021 needs to be revised. Proposed amendments reflect the change from interactive videodisc to multimedia, removal of the provision for upgrading an existing computer system, and adds the provision that prior written approval is required for reimbursing agencies for multiple media systems. The report under this tab includes the rationale for each of the changes.

If the Commission concurs, the appropriate action would be a MOTION to approve the amendment of Commission Regulation 1021 to authorize reimbursement of interactive multimedia training systems, subject to the results of the Notice of Proposed Regulatory Action process.

E. Guidelines for Managing Civil Disorders

SB 1844, currently before the Legislature, would require POST to develop voluntary guidelines for California law enforcement on managing civil disorders including the use of OC pepper spray on passive resistors. This legislation was the result of a recent incident involving the use of OC spray. A POST workshop was held February 2-3 in which law enforcement representatives identified the need for POST guidelines and updated training.

If the Commission concurs, the appropriate action would be a MOTION to proceed with the development of voluntary guidelines with the understanding they will be submitted to the Commission for review.

F. Commission Policy on Approval of Basic Course Performance Objectives

Commission policy requires Commission approval of changes in the Regular Basic Course performance objectives. The performance objectives reflect the training specifications (curriculum content) that are also approved by the Commission.

It is proposed that the Commission policy requirement to approve the Basic Course performance objectives be rescinded. The Long Range Planning Committee discussed this issue at its March 17, 1998 meeting and concurs with this recommendation.

If the Commission concurs, the appropriate action would be a MOTION to rescind the current Commission policy regarding Basic Course performance objectives.

G. Voluntary Instructor Certification Program for Basic Course

POST's Strategic Plan Objective B.13 calls for the establishment of a system of selecting and developing instructors. While some components of such a system are already in place, there exists no formal certification program for instructors teaching in any POST certified courses and; therefore, there are no minimum competency standards.

It is proposed that POST establish a pilot voluntary instructor certification program for the Basic Course, which would begin to establish another component in POST's system of developing instructors. The proposed program would establish minimum selection and training requirements while recognizing appropriate equivalencies. POST would provide, to academies, the certificates for their issuance according to POST standards. The certificates would be valid for three years and could be renewed if certain specified conditions are met.

Because this proposal is for a pilot program, it would be expected that staff report back to the Commission by January 2000.

If the Commission concurs, the appropriate MOTION would be to approve a pilot voluntary instructor certification program for the Basic Course.

PARTNERSHIPS

H. Advisory Committee

Woody Williams, Chairman of the POST Advisory Committee, will report on the Committee meeting held April 15, 1998 in Redding.

As requested by the Commission, the report will include a recommendation for filling an Advisory Committee vacancy.

RESOURCES

I. Request for Approval to Contract for POST Pilot Transition Course Test Administration

The POST Basic Course Transition Pilot Program requires students who complete part one of the instructional sequence to take and pass POST-developed examinations prior to being admitted into part two. Staff does not have the resources to print, administer, and score the required examinations for the estimated 400 students who will be eligible to take these tests in FY 98/99.

If the Commission concurs, the appropriate action would be a MOTION to authorize the Executive Director to enter into a contract with Cooperative Personnel Services to provide the supportive services necessary to test these students in an amount not to exceed \$41,119 for FY 98/99 (ROLL CALL VOTE).

J. Request for Approval of Special Consultants (POST Management Fellowship Program)

POST is currently recruiting applicants for its Law Enforcement Consultant (LEC) positions, and prospects for filling eight vacancies in the immediate future are not good. It is recommended that three LEC vacancies be filled by Special Consultants under the POST Management Fellowship Program. Two would fill vacancies in the Training Program Services Bureau and would oversee the Instructor Development Unit and conduct research in new training mandates and strategic plan objectives. The third would be assigned to the Basic Training Bureau with responsibility for implementation of the POST Field Training program.

If the Commission concurs, the appropriate MOTION would be to authorize the Executive Director to contract for services of three Special Consultants under the POST Management Fellowship Program at a total cost not to exceed \$390,000 for FY 98/99 (ROLL CALL VOTE).

K. Request for Approval of Special Consultant (POST Management Fellowship Program) to Develop the International Fellowship Program Concept

The report under this tab describes the concept of a POST sponsored International Fellowship program. The goals of the program are to gain an understanding of the culture and the cultural perspective of law enforcement in identified countries; to obtain direct interaction in the countries with community members and law enforcement professionals; and to provide training to California law enforcement personnel that will enhance service to the diverse cultural population of the State.

California officers would travel to and reside in countries that have a significant population living in California. Upon return to California, the officers would be required to provide training throughout the State.

A substantial amount of research is required to complete a study of the feasibility of the program concept and to define the costs, details and requirements. A special consultant is necessary to complete the program research in order to overcome existing staff vacancies and continue the work on this new program concept.

If the Commission concurs, the appropriate action is a MOTION to authorize the Executive Director to contract with a local law enforcement agency for a Special Consultant (POST Management Fellowship Program) to study the feasibility of the POST

International Fellow Program for a period not to exceed six months and at a cost not to exceed \$75,000 for FY 98/99 (ROLL CALL VOTE).

L. Request for Contract Augmentation for Reformatting Basic Course Student Workbooks

In 1994 the Commission authorized a contract for developing workbooks and instructor guides for six Regular Basic Course learning domains to form a pilot project which would serve as a measure of the costs and benefits of student workbooks to basic training. The work was successfully concluded and those workbooks and instructor guides have been finalized and distributed. The results of the pilot project met and exceeded expectations.

At its January 1997 meeting, the Commission authorized the expenditure of \$594,167 over three years under a contract with a different vendor, JWK International, to develop workbooks for all remaining learning domains. This company develops superior workbooks and instructional guides for an adult audience. They apply principles of instructional design which organizes and highlights information in a manner which has been enthusiastically received by students, instructors and administrators throughout the State.

While the pilot workbooks are a substantial contribution as an inauguration of the Student Workbook Instructional System, they do not match, in design or format, the student workbooks which are currently being developed. To enhance marketability and professionalism, it is recommended that the pilot workbooks and instructor guides for the original six domains be converted to match the design and format of the 35 workbooks and instructor guides currently in development.

If the Commission concurs, the appropriate action would be a MOTION to authorize the Executive Director to augment the existing contract with JWK International to redesign the pilot workbooks and instructor guides at a cost not to exceed \$54,195 for FY 98/99 (ROLL CALL VOTE).

M. Request for Approval to Contract for Joint Venture Production of Instructor Development Multimedia

POST has been approached by representatives of the Santa Rosa Regional Training Center (RTC) and the Chancellor's Office of the California Community Colleges with a proposed joint venture to create multimedia training on selected competencies needed by instructors.

If the Commission agrees to pursue this, POST will enter into a joint venture with the Santa Rosa RTC and the Chancellor's Office of the California Community Colleges to create a pilot multimedia course for instructor development. The joint venture includes a proviso that POST provide Santa Rosa RTC \$100,000 contingent upon Santa Rosa RTC

receiving a \$100,000 grant from the Chancellor's Office. The \$200,000 would, following a vendor selection process, fund development of a multimedia training program.

If the Commission concurs, the appropriate action would be a MOTION to authorize the Executive Director to enter into a contract with the Santa Rosa RTC for \$100,000 for FY 98/99 contingent upon Santa Rosa RTC receiving a \$100,000 grant from the Chancellor's Office (ROLL CALL VOTE).

N. Request for Approval to Contract for Presentations of Domestic Violence First Responder Course

As a result of receiving a Violence Against Women Act law enforcement training grant in the amount of \$2,196,834, POST will present 40 six-hour workshops to line personnel and supervisors on legal updates and the latest information on handling domestic violence calls throughout the State of California. It is proposed that the San Diego Regional Training Center become the presenter of this training. The use of this vendor, via contract, will accommodate a smooth and successful operation of this large project. The proposal is described more completely in the report under this tab.

If the Commission concurs, the appropriate action would be a MOTION to authorize the Executive Director to enter into a contract with the San Diego Regional Training Center for the presentation of Domestic Violence First Responder workshops in an amount not to exceed \$122,000 which will be funded by the Violence Against Women Act grant for FY 98/99 (ROLL CALL VOTE).

O. Request for Approval of Contract for Basic Course Student Workbooks Distribution and Cost Recovery

Concurrent with development activities, staff has explored options for a source that would distribute the completed Basic Course Student Workbooks at the lowest possible cost to academy students and distribute the workbooks to non-POST entities (primarily out-of-state users) at a cost enabling recovery of some POST costs for development and maintenance.

Following research into a variety of alternatives, it is recommended that POST contract with the Office of State Publishing (OSP) for printing and distribution of the workbooks to POST's presenters. POST would establish an administrative account of \$30,000 that would be replenished from the sale of student workbooks. The account would be used to pay for initial and ongoing maintenance costs. It is also recommended that POST amend the existing contract with KPBS at San Diego State University to market the workbook as an instructional package to non-POST entities (either in California or out-of-state). KPBS has established a nationwide marketing operation for POST telecourse and videotape broadcasts. The marketing of the Basic Course Student Workbooks could easily be added to the system.

If the Commission concurs, the appropriate action would be a MOTION to authorize the Executive Director to enter into a contract for FY 98/99 with the Office of State Publishing for printing and distribution at a cost not to exceed \$30,000, and with KPBS San Diego State University for distribution and sale of the Basic Course Student Workbooks to other entities (ROLL CALL VOTE).

P. Finance Committee

The agenda for the Finance Committee meeting to be held April 15, 1998 is under this tab. As noted, the Committee will review and report on current year and proposed FY 1998/99 budgets and may offer recommendations on the following issues.

1. Report on Multimedia Replacement Equipment Specifications

At its January 1998 meeting, the Finance Committee was briefed on the need to update the interactive videodisc equipment provided to all law enforcement agencies with state-of-the-art CD-Rom technology. The potential impact of this update would be \$2.25 million. The Committee recommended that the Commission authorize the Executive Director move in this direction but with the understanding that a report will be made to the Finance Committee at its April meeting concerning the hardware specifications and the unit costs.

2. Request for Approval of Contract with the Museum of Tolerance, Tools for Tolerance Training for FY 98/99

FY 98/99 will be the third year of funding for this program at \$1,566,000. The Committee will consider recommending authorization for the third year contract contingent upon approval by the Legislature in the State budget process.

3. Proposed FY 98/99 Contracts

At its January meeting, the Commission authorized negotiation of a number of training, standards, and administrative contracts. Commissioner TerBorch, Committee Chairman, will report the Committee's recommended actions on the following contracts. If the Commission concurs with the Committee's recommendations, the appropriate action would be a MOTION to authorize the Executive Director to sign them on behalf of the Commission (ROLL CALL VOTE).

Proposed Fiscal Year 1998/99 contracts which were negotiated as authorized by the Commission in January are listed below:

Training Contracts

- | | | |
|-----|--|-------------|
| 1. | Contracts for the Management Course are proposed for the following presenters:

California State University - Humboldt
California State University - Long Beach
California State University - Northridge
California State University - San Jose
San Diego Regional Training Center | \$ 356,877 |
| 2. | San Diego Regional Training Center for support of Executive Training (e.g., Command College, Executive Training, and Executive Seminars) | \$ 463,672 |
| 3. | CSU Long Beach for support of the Supervisory Leadership Institute | \$ 727,904 |
| 4. | Department of Justice Training Center for presentation of POST-Certified Courses | \$1,200,000 |
| 5. | San Diego State University for 12 Satellite Video Broadcasts | \$ 108,500 |
| 6. | Alameda County District Attorney's Office and Golden West College for Case Law Update Video Production | \$ 74,000 |
| 7. | San Diego State University for Distance Learning Telecourse Training Programs | \$ 590,000 |
| 8. | San Diego Regional Training Center for Master Instructor Development Program | \$ 248,502 |
| 9. | San Francisco Police Department for Robert Presley Institute for Criminal Investigation - Core Course | \$ 105,455 |
| 10. | San Diego Regional Training Center for Cultural Diversity Training Programs | \$ 169,582 |
| 11. | Basic Narcotics, Basic Motorcycle, and Basic Academy Driver Training | \$1,576,991 |
| 12. | San Diego Regional Training Center for Labor/Management Partnerships Course | \$ 57,608 |

Standards Contracts

- | | | |
|-----|--|------------|
| 13. | Cooperative Personnel Services for Basic Course Proficiency Exam | \$ 60,000 |
| 14. | Cooperative Personnel Services for Entry-Level Reading and Writing Test Battery | \$ 134,490 |
| 15. | Cooperative Personnel Services for P.C. 832 Written Examination | \$ 43,564 |
| 16. | Cooperative Personnel Services for Entry-Level Dispatcher Selection Test Battery | \$ 154,382 |

Administrative Contracts

- | | | |
|-----|--|-----------|
| 17. | State Controller's Office Interagency Agreement for Auditing Services | \$ 85,000 |
| 18. | Interagency Agreement with Teale Data Center for Computer Services | \$ 65,000 |
| 19. | Health and Welfare Data Center - CALSTARS Contract | \$ 30,000 |
| 20. | Danka Office Imaging (previously Eastman Kodak) Copier Maintenance Contract | \$ 16,000 |
| 21. | Contract for Computer Software Maintenance and Support - Digital Equipment Corporation | \$ 11,000 |
| 22. | Contract for Computer Software Maintenance and Support - Ingres | \$ 25,000 |

LONG RANGE PLANNING

- Q. Chairman Campbell will report on the Committee meeting held March 16, 1998 in Monterey Park.

LEGISLATION

R. Report of the Legislative Review Committee

Chairman Campbell, member of the Commission's Legislative Review Committee, will report on the Committee meeting held April 16, 1998 just prior to the Commission meeting.

OLD/NEW BUSINESS

S. Report of Nominating Committee for Election of Officers

Commissioners Carre, Knutson, and Lowenberg, members of the Nominating Committee, will report the results of the Committee's recommendations for nominations for Commission Chairman and Vice-Chairman.

CORRESPONDENCE

T. Letter from D. O. Helmick, Commissioner, California Highway Patrol

DATES AND LOCATIONS OF FUTURE COMMISSION MEETINGS

July 16, 1998 - Doubletree Hotel, Costa Mesa
November 5, 1998 - Piccadilly Inn, Fresno
January 21, 1999 - Bahia Hotel, San Diego
April 15, 1999 - To Be Determined

NOTE: Commission will meet in closed session upon adjournment to review personnel issues

COMMISSION MEETING MINUTES

January 22, 1998
Sheraton Newporter
Newport Beach, CA

The Commission meeting was called to order at 10:05 a.m. by Chairman Collene Campbell.

Peter Buffa, Mayor, City of Costa Mesa, led the flag salute.

MOMENT OF SILENCE HONORING PEACE OFFICERS KILLED IN THE LINE OF DUTY

The Commission held a moment of silence in honor of the following officers who have lost their lives while serving the public:

- o Sergeant Steven D. Van Horn, Newport Beach Police Department
- o Officer Steven G. Gajda, Los Angeles Police Department
- o Officer James J. Rapozo, Visalia Police Department
- o Officer Scott M. Greenly, California Highway Patrol, San Jose

ROLL CALL OF COMMISSION MEMBERS

A calling of the roll indicated a quorum was present.

Commissioners Present:

David C. Anderson
Charles Brobeck
Collene Campbell
Michael T. Carre
Philip del Campo, Ph.D.
Bud Hawkins, Attorney General Representative
Ted Hunt
Thomas J. Knutson, Ph.D.
William B. Kolender
Ronald E. Lowenberg
Jan Scully
Rick TerBorch

Commissioner Absent:

Sherman Block

POST Advisory Committee Members Present:

Woody Williams, Chairman
Robert Blankenship
Charles Brobeck
Charles Byrd
Jay Clark
Norman Cleaver
Joe Flannagan
Derald D. Hunt
Leisha Lekawa
Earle Robitaille
Woody Williams

Staff Present:

Kenneth J. O'Brien, Executive Director
Mike DiMiceli, Assistant Executive Director, Field Services Division
Glen Fine, Assistant Executive Director, Administrative Division
Hal Snow, Assistant Executive Director, Standards and Development Division
Dennis Aronson, Senior Instructional Designer, Learning Technology Resource Center
Alan Deal, Bureau Chief, Standards and Evaluation
Tom Hood, Public Information/Legislative Liaison
Robby Lake, Special Consultant, POST Management Fellowship Program
Bud Lewallen, Bureau Chief, Training Program Services
Kate Singer, Special Consultant, POST Management Fellowship Program
Kenneth Whitman, Bureau Chief, Basic Training Bureau
Frederick Williams, Bureau Chief, Administrative Services
Vera Roff, Secretary

Visitors Present:

Jim Card, Orange County Sheriff's Department
Zane Clark, Assistant Sheriff, Stanislaus County Sheriff's Department
Steve Craig, President, PORAC
Hugh Foster, South Bay Regional Training Center
Lupe Rangel, Lieutenant, Sacramento Police Department
John Hansell, Community Service Officer, Stanislaus County Sheriff's Department
Ed Hitchcock, Los Angeles County Sheriff's Department
Imelda Johnson, Sergeant, San Francisco Sheriff's Department
Greg Kyritsis, San Bernardino County Sheriff's Department/CADA
Fred Moeller, San Diego Police Department
Tom Plotts, Pomona Police Academy/CADA
David Powers, Captain, Los Angeles Police Department

Tom Redmond, San Francisco Sheriff's Department
John Tenwolde, San Diego County Sheriff's Department/CADA
Al Watters, San Francisco Deputy Sheriff's Association

HONORING PAST COMMISSIONER

Chairman Campbell displayed a plaque prepared for past Commissioner Jody Hall-Esser, Chief Administrative Officer, City of Culver City, who served from January 1992 to November 1997, and who served as Chairman from April 1997 to November 1997. Ms. Hall-Esser will be invited to attend the July 1998 meeting to accept the plaque.

REAPPOINTMENT OF COMMISSIONERS

Chairman Campbell congratulated the following on their reappointment to the Commission.

- o Thomas J. Knutson, Ph.D., Professor of Communication Studies, CSU Sacramento
- o Rick TerBorch, Chief, Arroyo Grande Police Department

ANNOUNCEMENTS

The Executive Director announced that the POST-produced video, *Victims of Violence: A Guide to Help Bring Justice*, has received the first place CINDY award for the Southwestern Region of the United States. This prestigious award was given in the category of non-broadcast industrial videos and placed first over hundreds of other entries. The video has been entered into the national competition. The Commission is in the process of distributing the video to all law enforcement agencies in California. Collene Campbell, Commission Chairman, was instrumental in the vision and development of the video.

Chairman Campbell expressed her appreciation to POST staff who worked on development of the video, and she particularly commended Senior Law Enforcement Consultant Ray Bray for his leadership and dedication on the project.

APPROVAL OF MINUTES

- A.1 MOTION - Knutson, second - Brobeck, carried unanimously to approve the minutes of the November 6, 1997 regular Commission meeting at the Mission Inn in Riverside.

CONSENT CALENDAR

MOTION - Lowenberg, second - del Campo, carried unanimously to approve the following items on the Consent Calendar:

- B.1 Receiving Course Certification Report
- B.2 Receiving Financial Report - Second Quarter FY 1997/98
- B.3 Receiving Information on New Entries Into the POST Regular (Reimbursable) Program
- B.4 Receiving Information on New Entry Into the Public Safety Dispatcher Program
- B.5 Setting Command College/Executive Leadership Program Tuition for Non-Reimbursable Agencies
- B.6 Setting Supervisory Leadership Institute Tuition for Non-Reimbursable Agencies
- B.7 Affirming Commission Policy Set by Action at November 6, 1997 Commission Meeting

Consistent with Commission instructions, statements of policy made at a Commission meeting are to be submitted for affirmation by the Commission at its next meeting. At its regular Commission meeting held on November 6, 1997, the Commission adopted the following policy concerning legislative proposals.

"The Commission shall review each legislative proposal involving an unfunded training mandate in order to determine merit, need, and impact."

- B.8 Approving Resolution Commending Special Consultant Kate M. Singer
- B.9 Approving Resolution Commending Retired Bureau Chief Ronald T. Allen
- B.10 Approving Resolution Commending Retired Bureau Chief Otto H. Saltenberger
- B.11 Approving Resolution Commending Retired Staff Services Manager Beverly Short

PRESENTATION

Chairman Campbell presented a Resolution to Kate M. Singer, Sergeant with the Marin County Sheriff's Department, for impressive service in law enforcement and the training community. Kate M. Singer served the Commission as a Special Consultant with the POST Management Fellowship Program from December 1, 1996 through February 28, 1998 as the Project Manager for the Field Training Program study.

STRATEGIC PLAN

C. Update on Implementation Plan Progress

Commissioner TerBorch, Chairman of the Committee on Strategic Implementation Plan reported the Committee met on December 5, 1997 in San Diego to review implementation progress for objectives contained in the plan. The Committee approved the following recommendations:

- o Establishment of additional standing advisory councils that are associated with major POST programs or activities. Membership on the councils will include broad-based representation throughout the state.
- o Proposed strategies for cost recovery. A staff report concerning progress on the strategies will be presented to the CSPI at its next meeting.
- o A tentative workplan for the annual update of the Strategic Plan which must be submitted to the Governor's Office in July. A stakeholders' meeting will be held in early spring to review the revised plan before being presented to Commission for approval.

This report was for information only, and no Commission action was required.

STANDARDS AND COMPETENCY

D. Approval to Adopt Training Course on Elder Abuse Using the Notice of Proposed Regulatory Action Process

Staff reported that pursuant to Assembly Bill 870, Section 13515 was added to the Penal Code requiring every city police officer or deputy sheriff at a supervisory level and below who is assigned field or investigative duties to complete an elder abuse training course certified by the Commission before January 1, 1999, or within 18 months of assignment to field duties. As a result of this legislation, it was proposed to add Commission Regulation 1081(a)(25), Elder Abuse Curriculum.

The in-service training requirement is designed to be met via a two-hour telecourse which was developed and broadcast on February 20, 1997 in anticipation of pending legislation.

MOTION - Scully, second - Kolender, subject to the results of the Proposed Notice of Regulatory Action, approve the proposed curriculum for inclusion into Commission Regulation 1081, effective upon approval by the Office of Administrative Law.

E. Approval to Adopt Revised Standards for District Attorney Investigators' Basic Training Using the Notice of Proposed Regulatory Action

Commission Regulation 1005 (a)(2) states that every regularly employed and paid as such district attorney inspector or investigator as defined in Penal Code Section 830.1 shall satisfactorily meet the training standards of the District Attorney Investigators' Basic Course. The training standard may also be satisfactorily met by successfully completing the Regular Basic Course and the successful completion of an 80-hour certified Investigation and Trial Preparation Course within 12 months of appointment.

It was recommended that the Commission delete the current 462-hour District Attorney Investigators' Basic Course requirement as the standard and replace it with regulatory language adopting the Regular Basic Course as the District Attorney Investigator or Inspector basic training standard. In addition, it was proposed that the Commission retain the 80-hour Investigation and Trial Preparation Course.

MOTION - Carre, second - Kolender, carried unanimously to approve, subject to the results of the Proposed Notice of Regulatory Action, modifications to regulations to delete the District Attorney Investigators' Basic Course, replace it with the Regular Basic Course, and make related changes as proposed, effective upon approval by the Office of Administrative Law.

F. Approval to Delete Current Regulations Concerning Limited Level I Reserves Using the Notice of Proposed Regulatory Action Process

On April 20, 1995, the Commission approved regulations to implement provisions of Senate Bill 1874 (effective January 1, 1995) relating to limited Level I reserve peace officers. Regulation 1007(b)(2) was adopted to implement the new law.

Senate Bill 786 (effective January 1, 1998) amended Penal Code Section 832.6. The amendments eliminated limited non-designated Level I reserve officers and the exemption from the Basic Course training requirement for agencies that employed non-designated Level I reserve officers with limited duties.

It was proposed that amendments to Commission Procedure H-3 delete references to outdated training requirements and status and correct current language for the Regular Basic Course minimum hourly requirement.

MOTION - Hawkins, second - TerBorch, carried unanimously to approve, subject to the Notice of Proposed Regulatory Action, the amendments to Regulation 1007 and Procedure H, effective upon approval by the Office of Administrative Law.

G. Approval to Adopt Curriculum Changes to Reserve Training Module D Using the Notice of Proposed Regulatory Action

Penal Code Section 832.6 requires POST to offer a supplemental course to enable reserve officers to satisfy requirements of the Regular Basic Course without unnecessary redundancy of completed Level I and Level II reserve training. Pursuant to this mandate, the Commission approved the *Training Specifications for Reserve Training - Module D* in July 1995. Since adoption of the Module D specification document, ongoing updates to the Regular Basic Course training specifications have regularly been approved by the Commission. It is necessary to update the Module D specifications to make them consistent with the changes approved for the Regular Basic Course.

It was recommended that the Commission approve proposed amendments to the document *Training Specifications for Reserve Training - Module D* to incorporate relevant changes made in the *Training Specifications for the Regular Basic Course* in April and July 1997 and to correlate instructional goals between the two documents.

MOTION - Hunt, second - Carre, carried unanimously to approve, subject to the results of the Proposed Notice of Regulatory Action, amendments to Regulation 1005 and Procedure D-I, effective upon approval by the Office of Administrative Law.

Staff was requested to prepare a report outlining what curriculum is contained in Reserve Module D which relates to cultural diversity.

H. Approval to Adopt Curricula for Domestic Violence In-Service Update Training Using the Notice of Proposed Regulatory Action

Pursuant to Senate Bill 132 (1995), Section 13519(e) was added to the Penal Code requiring every law enforcement officer below the rank of supervisor, who is assigned to patrol duties and would normally respond to domestic violence calls or incidents of domestic violence, to complete every two years an updated course of instruction on domestic violence which meets the standards of the Commission. To implement this legislation, there was a proposal to add Commission Regulation 1081(a)(26) Domestic Violence (In-Service Patrol Officers), and to modify Section 1081(a)(8) to differentiate between the entry and in-service domestic violence training requirement.

MOTION - Knutson, second - Scully, carried unanimously to approve, subject to the results of the proposed Notice of Regulatory Action, the proposed curriculum for inclusion into POST Regulation 1081, effective upon approval of the Office of Administrative Law.

MAXIMIZING TRAINING DELIVERY

I. Approval to Amend Regulation 1020 for Reimbursement of Satellite Encryption Decoders Using the Notice of Proposed Regulatory Action

In order to secure and expand POST Satellite Training Network programming, the Commission previously approved a satellite encryption (scrambling) system for its satellite network. The addition of the encryption feature requires modification to all satellite antenna systems installed at agencies under the POST reimbursement program. Any agency wishing to view future programs on the network will need to install an encryption decoder module into their existing satellite receiver unit(s).

To enable POST to reimburse eligible law enforcement agencies for this encryption decoder equipment, it was proposed that Regulation 1020 be modified to add reference to this equipment.

MOTION - Knutson, second - del Campo, carried unanimously, subject to the results of the proposed Notice of Regulatory Action, to adopt the proposed amendment to Commission Regulation 1020, effective upon approval by the Office of Administrative Law.

PARTNERSHIPS

J. Advisory Committee

Woody Williams, Chairman of the POST Advisory Committee, reported that the Committee met on January 21, 1998 in Newport Beach.

In addition to items already discussed on the agenda, the following were addressed:

- o It was recommended that the Commission assign the Committee the task of reviewing the list of California Specialized Law Enforcement agencies which are eligible for membership on the Advisory Committee. The Committee will consider this issue at its next meeting.
- o In order to avoid confusion, it was recommended that the use of the term "Advisory Committee" should not be used for ad hoc or special committees.
- o The Long Range Planning Committee requested that the Advisory Committee consider the possibility of creating an award to recognize special, long range vision and work of local agency personnel. After reviewing the concept, it was reported the award categories for the Governor's Award for Excellence in Peace Officer Training currently includes this criteria. Therefore, the Advisory Committee recommended against creating a new award category at this time.

MOTION - Kolender, second - Anderson, carried unanimously to approve the report of the Advisory Committee.

Approval of Nominations for Governor's Award for Excellence in Peace Officer Training

The POST Advisory Committee, serving as a screening committee, met on January 20, 1998 in Newport Beach and recommended the following nominees be submitted to the Commission for approval. It was recommended that the awards be presented at the Law Enforcement Legislative Day on May 6, 1998 in Sacramento.

For the **Organizational Achievement** award category, the **San Bernardino County Sheriff's Frank Bland Regional Law Enforcement Training Center, San Bernardino Valley College, and Rialto High School** is the recommended recipient. Nominated by Gary S. Penrod, Sheriff of San Bernardino County Sheriff's Department, this unique Public Safety Internship Academy was formed in 1994. The program was designed to recruit junior and senior high school students for potential careers in public safety with a main emphasis in law enforcement. Graduates of this program would be directed toward college and recruited for part-time paid intern positions while attending college. Once they reach the age of 21, they would be eligible for positions in law enforcement as deputy sheriffs or police officers.

In May of 1996, the Training Center graduated the first full two-year class. The majority of the graduates have gone on to local colleges and many have obtained internships in the public safety field. The success of the program has been overwhelming. The Training Center has copyrighted the program and it is actively soliciting other agencies and training centers throughout California to make this a statewide program. It is expected that the Public Safety Internship Academy will serve as an important vehicle in preparing and improving the quality of law enforcement applicants in the future.

For the **Individual Achievement** award category, **Sergeant Richard "Toby" Tyler, San Bernardino County Sheriff's Department**, is the recommended recipient. Sergeant Tyler was selected for his dedication and commitment to the investigation of child sexual and physical abuse cases.

In 1979, Sergeant Tyler was assigned as an investigator to the Sheriff's Juvenile Division and received training in the areas of child physical and sexual abuse. His knowledge and skills were then shared with others in the field. He continued in his quest for knowledge on the subject and is now considered a world-renowned expert in this area. Sergeant Tyler has taught literally thousands throughout the world and has provided law enforcement training in child abuse investigations in 37 states. He has served as a consultant to a variety of national and international child protection organizations. In

addition, he has been utilized as a consultant to each of the major television networks for a variety of movie and television shows.

Sergeant Tyler has not only made an global impact as an investigator and instructor, but has also contributed greatly to legislative changes that relate to child abuse issues.

For the **Lifetime Achievement** award category, **Officer Joseph E. David** with the California Highway Patrol, is the recommended recipient. Officer David is a member of the CHP Canine Narcotic Enforcement Team (CNET), a program designed to reduce the availability of illicit drugs through the development, support, and participation in counter drug programs.

Officer David has been a drug interdiction officer since 1987. His great interest and the skills he has developed in drug interdiction led him to implement a training course for other officers in 1990. The training course he developed, *Desert Snow*, has been used as a training course for numerous police agencies, not only in California, but in several other states and a few foreign countries. Federal drug enforcement agencies also have taken advantage of this training. Officer David has expanded his training course to include commercial vehicles.

Officer David is truly a professional in highway drug interdiction. Since 1987, he has seized over \$709,000 in cash, 2,200 pounds of cocaine, 1,750 pounds of marijuana, and 53 pounds of methamphetamine. In addition, he has received recognition from agencies and organizations throughout the country and Canada and has received numerous awards and recognition for his drug interdiction efforts and the training he has provided.

MOTION - Anderson, second - Brobeck, carried unanimously to approve the recommendations of the Advisory Committee for the 1997 Governor's Award for Excellence in Peace Officer Training.

LONG RANGE PLANNING

K. Report of the Long Range Planning Committee

Chairman Lowenberg, member of the Long Range Planning Committee, reported that the Committee met on December 11, 1997 in Huntington Beach. In addition to items already reported, the agenda included the following:

1. School Police Issues

The Committee reviewed the staff report concerning the feasibility of requiring the Basic Course for existing incumbent school peace officers. It was recommended that incumbent school peace officers not be required to complete the Basic Course. The Committee recommended Commission approval of the staff report.

2. Public Information Officer

The Committee received an update on the progress of developing a Public Information Officer for POST. The purpose is to increase the dissemination of information concerning the Commission's activities, programs, and services. Since that time, Senior Law Enforcement Consultant Tom Hood has been selected to serve as the Public Information/Legislative Liaison.

3. Creation of New Award

The Committee discussed the creation of a new award to recognize the special, long range vision and work of local agency personnel. The Committee referred review of the concept to the Advisory Committee.

There was consensus to accept and approve the report of the Long Range Planning Committee.

RESOURCES

L. Approval for Continuation of Royalty Agreement Covering Sales of Driving Simulator Scenarios

The Commission has an agreement with DORON Precision Systems, Inc. to market driving simulator scenarios developed by POST and pay a \$2,500 royalty to POST for each site outside California that purchases the simulator.

MOTION - Lowenberg, second - Brobeck, carried unanimously by ROLL CALL VOTE to approve renewal of the contract with the same terms and conditions.

M. Approval of Contract Modification with San Diego Regional Training Center for Cultural Diversity Training

The Commission has a current year contract with San Diego Regional Training Center to present the Building High Performance, Inclusive Organization diversity program. It was proposed to modify this contract in an amount not to exceed \$62,999 to provide for presentations of Cultural Diversity Training for Trainers, Teach LEADS (Law Enforcement Awareness of Disabilities), and a pilot diversity communication course.

MOTION - Hawkins, second - Brobeck, and carried by ROLL CALL VOTE to approve the contract modification in the amount of \$ 62,999. (ABSTAIN: Lowenberg)

N. Approval to Contract with Museum of Tolerance for Tools for Tolerance Training

During FY 96/97, the Commission contracted with the Simon Wiesenthal Center, the Museum of Tolerance, to provide 7,000 law enforcement officers with a one-day, experiential learning class, *Law Enforcement Tools for Tolerance*. The contract, in the

amount of \$1,566,000, was extended through 1997 and all funds were expended. The FY 97/98 budget includes funding for a similar contract this year.

MOTION - TerBorch, second - Hunt, carried unanimously by ROLL CALL VOTE to authorize the Executive Director to sign a renewal of the contract in an amount not to exceed \$1,566,000 for the Museum.

O. Approval to Contract with Cooperative Personnel Services for Services Supportive of the Basic Course Report Writing Improvement Project

POST is beginning a comprehensive research effort to improve the writing skills of academy students. Some of the projects involved are the revision of the Entry-Level Reading and Writing Test, the revision of the Investigative Report Writing Curriculum and the establishment of a standardized minimum writing proficiency level for all academy cadets.

MOTION - Brobeck, second - Scully, carried unanimously by ROLL CALL VOTE to authorize the Executive Director to negotiate a contract with CPS to provide the support and consultative services necessary to complete the described research in an amount not to exceed \$61,627.00.

P. Approval to Contract for Developing Multimedia Course on Domestic Violence

A multimedia program on domestic violence is one of the programs funded by Senate Bill 350 implementing the federal law STOP Violence Against Women Formula grant program. Staff has identified a vendor for the effort and proposes that a series of contracts be used for this effort. It was recommended that the Executive Director be authorized to enter into a series of contracts with the stipulation that the total amount of the contracts does not exceed the \$200,000 budgeted for the project.

MOTION - Scully, second - TerBorch, carried unanimously by ROLL CALL VOTE to authorize the Executive Director to enter into a series of contracts for developing a multimedia course on domestic violence in an amount not to exceed \$200,000.

Q. Approval of Contract Modification with Computer Resources Group for Development of Feasibility Study Report (FSR) and Request for Proposal (RFP) for POSTRAC System

The Commission has a current year contract with Computer Resources Group to revise the FSR and write an RFP for the new POSTRAC system. POSTRAC is a computer-based system which permits basic academies to download, print, and machine score POST-developed multiple-choice tests, keep records of student performance, and produce a variety of reports. It was proposed to modify this contract in an amount not to exceed \$20,000 to provide additional consultant hours to more extensively re-write the FSR and assist staff with the RFP and procurement process.

MOTION - Brobeck, second - Carre, carried unanimously by ROLL CALL VOTE to approve the contract modification in an amount not to exceed \$20,000.

R. Approval for Contract Modification - ICI Instructors' Workshops

The Commission has a current year contract with the San Diego Regional Training Center for the continuation of special training for instructors of the Robert Presley Institute of Investigation (ICI) so that the ICI Core and the eleven Foundation Specialty Courses could be designed and taught using the adult experience-based learning concepts and competency-based learning objectives.

It was proposed that the current year contract be modified in an amount not to exceed \$25,753 to add coordination support for the ICI Instructors' Update Workshops and administrative support for the ICI program for the balance of FY 97/98.

MOTION - Hawkins, second - Anderson, carried unanimously by ROLL CALL VOTE to approve the contract modification in an amount not to exceed \$25,753.

S. Report of the Finance Committee

Commissioner TerBorch, Chairman of the Finance Committee reported that the Committee met Wednesday, January 21, 1998 in Newport Beach. In addition to items already acted upon, the Committee took the following actions.

1. The Committee reviewed the Second Quarter Financial Report, a copy of which is before members of the Commission. As noted in that report, revenues remain above expectations and expenditures are within the Commission's budgeted spending authority.
2. Committee members received a copy of the Governor's proposed FY 98/99 budget which includes an additional \$12M funding for the Commission's training reimbursement budget.
3. The Committee reviewed options for increased training reimbursement expenditures for the current year and took the following actions:
 - a. Recommended that the Commission authorize a back-fill reimbursement program covering the following courses:

Defensive tactics/use of force/arrest control methods instructor courses
Officer Safety Field Tactics courses, including related courses such as Tactical Entry
FTO and FTO Update courses
Motorcycle Officers Update

Domestic Violence
Child Abuse
Canine Handlers and Canine Update courses
Laser Firearms Training courses
Tactical Communication courses

Back-fill overtime costs for courses to be funded at 80% of the department's actual overtime costs up to time and a half, and that this program be initiated effective March 1, 1998 subject to approval of regulations by the Office of Administrative Law.

MOTION - TerBorch, second - Anderson, carried unanimously by ROLL CALL VOTE to approve the recommendation.

2. Recommended continuation of the 80-hour reimbursement cap on training but to exempt the motorcycle officer course, the 80-hour narcotics investigator course, and the legislatively-mandated child abuse and sexual assault training courses.

Though not requiring Commission action, it was observed that the 40-hour FTO course now also becomes exempt from the 80-hour cap by prior Commission action to exempt mandated courses.

MOTION - TerBorch, second - Brobeck, carried unanimously by ROLL CALL VOTE to approve the recommendation.

3. The Committee received a staff report and proposal from representatives of the Sacramento Police Department and the Stanislaus County Sheriff's Department regarding requested funding for driver training simulator to serve officers within their respective regions.

The Committee recommended the Executive Director be authorized to enter into contracts with the City of Sacramento and the County of Stanislaus in amounts not to exceed \$286,000 each for the purchase of driver training simulator hardware.

MOTION - TerBorch, second - Hunt, carried unanimously by ROLL CALL VOTE to approve the recommendation.

The Committee also proposed additional recommendations related to the driver training program to (1) establish a moratorium on further funding of simulator hardware pending the conduct of an effectiveness study, (2) authorize the Executive Director to enter into a contract in an amount not to exceed \$130,000 with a law enforcement agency for the employment of a special consultant under the POST Management Fellowship program to conduct an effectiveness study of the driver training program, and (3) authorize appropriate certification, including

tuition of training conducted with driver training simulators, with the proviso that hardware maintenance costs not be included with the tuitional costs.

MOTION - TerBorch, second - Knutson, carried unanimously by ROLL CALL VOTE to approve the recommendation.

- b. The Committee was also briefed on the need to update the interactive videodisc equipment provided to all enforcement agencies with state-of-the-art CD-ROM technology. The potential impact of this update would be \$2.7M. The Committee recommends that the Commission authorize the Executive Director to move in this direction but with the understanding that a report will be made to the Finance Committee at its April meeting concerning the hardware specifications and the unit costs.
- c. The Committee reviewed the proposed contracts for the upcoming year and recommended that the Executive Director be authorized to negotiate the contracts and report back to the Committee at its April meeting.

MOTION - TerBorch, second - Anderson, carried unanimously to receive and approve the Finance Committee report.

LEGISLATION

T. Report of the Legislative Review Committee

Commissioner Kolender, Member of the Commission's Legislative Review Committee, reported the Committee met on January 22, 1998 in Newport Beach and reviewed the following proposed legislation of interest to POST:

- 1. Proposal to add new Penal Code Section 13513.1 - This bill would require the Commission to establish a unit whose purpose is to conduct on-going research on the causes surrounding deaths of and assaults on California peace officers in the performance of their duties. The unit will develop enhanced officer safety training and improved tactics with the intent of preventing such incidents.
- 2. Proposal to amend Penal Code Section 13511.5 - This bill would require that all persons who take the 832 training must submit to a fingerprints check to ensure that they have no criminal history background that would disqualify them from carrying a firearm.
- 3. A proposed bill to allow POST the flexibility to waive the skills requirement in the requalification courses for persons who are returning to law enforcement at the second level of supervision or higher has been put aside due to objections raised in the field.

4. A proposed bill concerning the basic course proficiency training and testing is being worked on by POST staff and the Basic Course Consortium and will be reported on at a later date.
5. The Committee reviewed the proposed language bill for school peace officers being drafted by Senator Teresa Hughes. The Committee requested that a letter be sent to the Department of Consumer Affairs recommending that security officers be required to receive a complete criminal history check prior to performing duties of a security officer on a public school campus.

Commissioner Scully raised a concern regarding the school police bill that will be authored by Senator Hughes. She expressed her continuing concern that currently employed officers will be exempted from the proposed Basic Course training requirement. Following discussion, there was consensus that a letter be sent to Senator Hughes suggesting consideration to requirement of basic training for those already employed or some alternative training requirements that would provide assurance of proper training.

MOTION - Scully, second - Kolender, carried unanimously to send such a letter to Senator Hughes.

MOTION - Kolender, second - TerBorch, to accept the report of the Legislative Review Committee.

CORRESPONDENCE

- U. o Letter of appreciation from Sheriff Sherman Block
- o Letter of appreciation from Chief Arturo Venegas, Jr.

These items were for information only, and no action was required.

OLD/NEW BUSINESS

- V. Advisory Committee Vacancy

The item has been referred to the Advisory Committee for recommendation.

- W. Appointment of Nominating Committee for Election of Officers

Chairman Campbell appointed Commissioners Carre, Knutson, and Lowenberg as members of the Nominating Committee for election of officers of Commission Chairman and Vice-Chairman for 1998-1999.

X. International Exchange Fellowship Program

Commissioner Knutson reported that efforts are underway to develop an international exchange fellowship program for law enforcement officers. The purpose of the program is to promote greater effectiveness in dealing with the many cultural diversities within California. A meeting with representatives of agencies who have knowledge in this area is being planned in February. It is anticipated a proposal will be brought to the Commission in April.

College Day

Commissioner Hunt distributed flyers on *College Day* to be held March 5, 1998, from 8:00 a.m. to 2:00 p.m. at the Los Angeles Police Academy. The goal of the event is to encourage sworn officers and civilian employees to advance their formal education. All interested persons are encouraged to attend.

DATES AND LOCATIONS OF FUTURE COMMISSION MEETINGS

April 16, 1998 - Doubletree Hotel, Redding
July 16, 1998 - Doubletree Hotel, Costa Mesa
November 5, 1998 - Piccadilly Inn, Fresno
January 21, 1999 - To Be Determined

At the conclusion of the agenda, the Commission met in closed session to review personnel issues and the meeting formally adjourned at 1:28 p.m.

Respectfully Submitted,

VERA ROFF, Secretary

3/11/98

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

COMMISSION AGENDA ITEM REPORT

Agenda Item Title Course Certification/Decertification Report		Meeting Date April 16, 1998
Bureau Training Delivery & Compliance Bureau	Reviewed By Dick Reed, Chief <i>DR</i> <i>mt</i>	Researched By <i>R. Fuentes</i> Rachel S. Fuentes
Executive Director Approval <i>Kenneth L. O'Brien</i>	Date of Approval 3-31-98	Date of Report March 30, 1998
Purpose <input type="checkbox"/> Decision Requested <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Status Report		Financial Impact: <input type="checkbox"/> Yes (See Analysis for details) <input checked="" type="checkbox"/> No

In the space provided below, briefly describe the ISSUE, BACKGROUND, ANALYSIS, and RECOMMENDATION. Use additional sheets if required.

The following courses have been certified or decertified since the January 22, 1998 Commission meeting:

CERTIFIED

	<u>Course Title</u>	<u>Presenter</u>	<u>Course Category</u>	<u>Reimbursement Plan</u>	<u>Annual Fiscal Impact</u>
1.	CP6-Intro to Evidence	Rio Hondo R.T.C.	Basic-Transition	N/A	\$ -0-
2.	C.O.P.P.S. Update	San Diego P.D.	Technical	IV	-0-
3.	C.O.P.P.S. Update	Sacramento P.D.	Technical	IV	-0-
4.	Supervisory Update	Newark P.D.	Supv. Trng.	IV	9,600
5.	Spanish for L.E., Part II	Anaheim P.D.	Technical	N/A	-0-
6.	Motorcycle Training	Santa Maria P.D.	Technical	IV	752
7.	Internet Crime Inv., Adv.	Search Group, Inc.	Technical	III	177,088
8.	Cal-Gang Computer System	Sonoma Co. S.D.	Technical	IV	3,000
9.	Use of Force Update - Experiential	San Francisco P.D.	Technical	IV	2,100
10.	Use of Force - Update	Sacramento P.S.C.	Technical	IV	3,200
11.	Child Support Inv. - Adv.	Calif. D.A. Assn.	Technical	III	5,796
12.	Leadership Effectiveness	Sunnyvale D.P.S.	Supv. Trng.	IV	1,000
13.	Leadership Effectiveness	South Bay R.T.C.	Supv. Trng.	N/A	-0-
14.	Leadership Effectiveness	Belmont P.D.	Supv. Trng.	N/A	-0-

CERTIFIED (Continued)

	<u>Course Title</u>	<u>Presenter</u>	<u>Course Category</u>	<u>Reimbursement Plan</u>	<u>Annual Fiscal Impact</u>
15.	Baton/Impact Weapons	Ventura P.D.	Technical	IV	\$ 5,600
16.	Communications Trng. Ofcr.	South Bay R.T.C.	Technical	IV	5,760
17.	Haz. Mat. - Incident Cmdr.	South Bay R.T.C.	Technical	IV	1,800
18.	Defensive Tactics Instructor	Burlingame P.D.	Technical	II	4,000
19.	Armorer School - Shotguns	Monterey Co. S.D.	Technical	IV	1,200
20.	Motorcycle Training	Los Angeles Co. S.D.	Technical	IV	2,720
21.	Off-Road Motorcycle	Redding P.D.	Technical	IV	1,470
22.	Firearms Instructor Update	Sacramento Co. S.D.	Technical	N/A	3,200
23.	Firearms/Semi-Auto Rifle	Imperial Co. S.D.	Technical	IV	2,800
24.	Bail Laws for Peace Officers	San Bernardino S.D.	Technical	IV	3,920
25.	Interview & Interrogation Techniques	Santa Rosa T.C.	Technical	IV	2,400
26.	Skills & Knowledge Modular Training	Campbell P.D.	Technical	IV	-0-
27.	Skills & Knowledge Modular Training	Gardena P.D.	Technical	IV	-0-
28.	Driving Under the Influence	Ventura College	Technical	IV	1,920
29.	Tactical Communications	CSU, San Diego	Technical	IV	4,400
30.	Pedestrian/Bike Acc. Reconstruction	Riverside Co. S.D.	Technical	IV	3,581
31.	Drug Abuse Recognition-Intro	Riverside Co. S.D.	Technical	IV	6,156
32.	School Resource Officer	San Francisco P.D.	Technical	IV	16,200
33.	Driving Training Update	San Francisco P.D.	Technical	IV	11,000
34.	Skills & Knowledge Modular Training	Newark P.D.	Technical	IV	9,600

CERTIFIED (Continued)

	<u>Course Title</u>	<u>Presenter</u>	<u>Course Category</u>	<u>Reimbursement Plan</u>	<u>Annual Fiscal Impact</u>
35.	Skills & Knowledge Modular Training	Burlingame P.D.	Technical	IV	\$ -0-
36.	First Aid/CPR Update	Del Norte S.D.	Technical	IV	1,440
37.	Critical Incident/Tactl. Cmdr.	San Diego Reg. Pub. Safety T.I.	Technical	IV	15,900
38.	Interview & Interrogation Techniques	Tulare-Kings Co. Peace Officer Tng.	Technical	IV	3,000
39.	Wiretap Investigation	CNOA	Technical	N/A	-0-
40.	Skills & Knowledge Modular Training	Millbrae P.D.	Technical	IV	12,960
41.	Mounted Patrol Update	Sonoma Co. S.D.	Technical	IV	6,000
42.	Motorcycle Officer Update	Calif. Highway Patrol	Technical	I	24,000
43.	Driver Training - Simulator	Los Medanos College	Technical	IV	29,160
44.	C.O.P.P.S.-Criminal Abatement	Los Angeles Co. S.D.	Technical	N/A	-0-
45.	C.O.P.P.S. Implementation - Supervisors	Los Angeles Co. S.D.	Technical	N/A	-0-
46.	Child Abuse Investigation	Oakland P.D.	Technical	IV	9,300
47.	Fingerprint, Latent Dev. Tech.	FBI, Sacramento	Technical	IV	960
48.	Spanish for L.E., Basic	Sacramento P.D.	Technical	N/A	-0-
49.	Community Oriented Policing	Sacramento P.D.	Technical	IV	480
50.	Field Evidence Technician	Napa Valley College	Technical	IV	4,000
51.	Field Evidence Technician - Extended	Napa Valley College	Technical	IV	-0-
52.	Animal Cruelty/Human Violence	Humane Society of U.S.	Technical	IV	3,500

CERTIFIED (Continued)

	<u>Course Title</u>	<u>Presenter</u>	<u>Course Category</u>	<u>Reimbursement Plan</u>	<u>Annual Fiscal Impact</u>
53.	Business Communications/ Writing Skills	South Bay R.T.C.	Technical	N/A	\$ -0-
54.	Business Technology	South Bay R.T.C.	Technical	N/A	-0-
55.	Media/Press Relations	South Bay R.T.C.	Technical	N/A	-0-
56.	Documentation-Effective Discipline	South Bay R.T.C.	Technical	N/A	-0-
57.	Gang Awareness Update	San Bernardino Co.	Technical	IV	1,050
58.	Training Conference (Property and Evidence)	Allan Hancock Col.	Technical	N/A	-0-
59.	Narcotics Inv. - Patrol	Sacramento P.D.	Technical	N/A	6,000
60.	Bomb Scene Inv.	Monterey Peninsula	Technical	IV	7,200
61.	Skills & Knowledge Modular Training	Cons. Affairs. - Inv.	Technical	N/A	-0-
62.	Bicycle Patrol	Napa Valley College	Technical	IV	2,000
63.	CCI - Fingerprint, Latent Dev.	CCI	Technical	IV	12,000
64.	Skills & Knowledge Modular Training	Medical Board of CA	Technical	N/A	-0-
65.	Cal Gangs Computer System	San Diego P.D.	Technical	IV	29,520
66.	Crisis, Managing/Resolving	San Francisco P.D.	Technical	IV	27,120
67.	Homicide Inv. (ICI)	Sacramento P.S.C.	Technical	IV (Contract)	91,600
68.	CCI-Bloodborne Pathogens (Computer Based Training)	CCI	Technical	N/A	-0-
69.	Training Skills for L.E. Trnrs.	Ventura Co. S.D.	Technical	IV	1,200
70.	Team Building Workshop	Dr. David E. Hartl	TBW	III	6,200
71.	Internal Affairs Inv.	Los Angeles P.D.	Technical	III	52,326
72.	Mounted Patrol/Ceremonial	San Francisco P.D.	Technical	IV	5,840

CERTIFIED (Continued)

	<u>Course Title</u>	<u>Presenter</u>	<u>Course Category</u>	<u>Reimbursement Plan</u>	<u>Annual Fiscal Impact</u>
73.	Special Weapons & Tactics	Huntington Parks P.D.	Technical	N/A	\$ -0-
74.	Firearms/Tactical Rifle	Ontario P.D.	Technical	IV	18,720
75.	Reserve Coordinator	San Bernardino S.D.	Technical	IV	3,510
76.	Traffic Coll.-Computer Diagram	Riverside Co. S.D.	Technical	IV	20,866
77.	Canine Narcotic. Detection Update	State Center RTF	Technical	IV	2,400
78.	Dispatcher, Adv., PS	Sacramento P.D.	Technical	N/A	-0-
79.	Dispatcher Radio Operator	Sacramento P.D.	Technical	N/A	-0-
80.	Reserve Training Module D	Sacramento Co. S.D.	BC-Reserve Format	N/A	-0-
81.	Firearms/Semi-Auto Rifle	DOJ Training Center	Technical	IV	-0-
82.	Bicycle Patrol Instructor	Santa Ana P.D.	Technical	IV	11,400
83.	Crime Analysis	Riverside Co. S.D.	Technical	IV	14,400
84.	Firearms Instructor	FBI - Sacramento	Technical	IV	9,000
85.	Tactical Communications	State Center RTF	Technical	IV	6,000
86.	Traffic Collision - Skidmark Analysis	Allan Hancock Col.	Technical	IV	940
87.	Weapons, Edged Surviving	Sacramento P.S.C.	Technical	IV	9,000
88.	Dispatcher Update, PS	Ripon P.D.	Technical	IV	2,800
89.	CP9 - First Aid/CPR	De Anza College	BC-Transition	N/A	-0-
90.	CP8 - Special Issues	Hartnell College	BC-Transition	N/A	-0-

- There were no additional IVDS courses certified as of 3-30-98. To date, 165 IVDS certified presenters have been certified and 543 IVDS courses certified.

- There were no additional Proposition 115 Hearsay Evidence Testimony Course Presenters certified as of 3-30-98. Presentation of this course is generally done using a copy of POST Proposition 115 Video Tape. To date, 294 presenters of Proposition 115 have been certified.

91-98 -

There were eight additional Telecourses certified as of 3-30-98. To date, 402 Telecourse presenters have been certified.

DECERTIFIED

<u>Course Title</u>	<u>Presenter</u>	<u>Course Category</u>	<u>Reimbursement Plan</u>
None			

TOTAL CERTIFIED	<u>98</u>
TOTAL PROPOSITION 115 CERTIFIED	<u>0</u>
TOTAL TELECOURSES CERTIFIED	<u>8</u>
TOTAL IVD COURSES CERTIFIED	<u>0</u>
TOTAL DECERTIFIED	<u>0</u>
TOTAL MODIFICATIONS	<u>100</u>

2,762 Skills & Knowledge Modules certified as of 3-30-98

543 IVD Courses as of 3-30-98

402 Telecourses as of 3-30-98

2,362 Other Courses certified as of 3-30-98

741 Certified Presenters

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

COMMISSION AGENDA ITEM REPORT

Agenda Item Title Financial Report - Third Quarter 1997/98		Meeting Date April 16, 1998
Bureau Administrative Services Bureau	Reviewed By Frederick Williams <i>[Signature]</i>	Researched By Staff
Executive Director Approval <i>Kenneth J. O'Brien</i>	Date of Approval 4-13-98	Date of Report April 13, 1998
Purpose <input type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report		Financial Impact <input type="checkbox"/> Yes (See Analysis for details) <input type="checkbox"/> No

In the space provided below, briefly describe the ISSUE, BACKGROUND, ANALYSIS, and RECOMMENDATION. Use additional sheets if required.

This report provides financial information relative to the local assistance budget through March 31, 1998. Revenue which has accrued to the Peace Officers' Training Fund is shown as are expenditures made from the 1997-98 budget to California cities, counties and districts.

COMPARISON OF REVENUE BY MONTH - This report, shown as Attachment 1, identifies monthly revenues which have been transferred to the Peace Officers' Training Fund. Through March 31, 1998, we received \$26,050,759. The total is \$891,7598 (3.5%) more than originally anticipated and is \$1,842,402 less than received for the same period last fiscal year. (Note: Revenue was higher last year due to a one time augmentation.)

NUMBER OF REIMBURSED TRAINEES BY CATEGORY - This report, identified as Attachment 2, compares the number of trainees reimbursed this fiscal year with the number reimbursed last year. The 35,930 trainees reimbursed through the third quarter represents an increase of 2,759 (8%) compared to the 33,171 trainees reimbursed during the similar period last fiscal year. (See Attachment 2)

REIMBURSEMENT BY COURSE CATEGORY - These reports compare the reimbursement paid by course category this year with the amount reimbursed last fiscal year. Reimbursements for courses through the third quarter of \$10,944,285 represent a \$546,187 (5%) increase compared to last fiscal year. (See Attachments 3A and 3B.)

SUMMARY - Revenue received for the first nine months of this fiscal year remains slightly more than anticipated. If this higher level continues, as now seems likely, the Commission could end the fiscal year with approximately \$1 million more than expected. The 6.24% transfer from the Drivers Training Penalty Assessment Fund to the POTF continues the \$2 million funding of the "Tools for Tolerance" training program conducted by the Simon Wiesenthal Center.

Reimbursement levels remain higher than last year at this time. This is due to trainee per diem increases and an overall higher volume of training. Reimbursements remain well within the Commission's budgeted spending authority.

COMPARISON OF REVENUE BY MONTH

FISCAL YEARS 1996-97 AND 1997-98

1996-97

1997-98

MONTH	PENALTY ASSESSMENT FUND	TRANSFER FROM DT PAF ***	CUMULATIVE TOTAL	CUMULATIVE MONTHLY ESTIMATE	PENALTY ASSESSMENT FUND	TRANSFER FROM DT PAF ***	OTHER *	TOTAL	% OF EST	CUMULATIVE TOTAL	% OF EST
JUL	\$2,949,499	\$418,485	\$3,385,355	\$2,771,000	2,890,628	133,190	22,798	\$3,046,616	109.95%	\$3,046,616	109.95%
AUG	2,383,405	492,252	6,251,815	5,542,000	2,710,784	181,702	32,517 **	\$2,925,003	105.56%	5,971,619	107.75%
SEP	2,623,487	541,853	9,427,647	8,313,000	2,879,325	192,474	19,279	\$3,091,078	111.55%	9,062,697	109.02%
OCT	2,572,472	531,326	12,541,675	11,084,000	2,706,962	180,955	32,059	\$2,919,976	105.38%	11,982,673	108.11%
NOV	2,499,089	516,168	15,571,299	13,855,000	2,346,960	156,889	26,458	\$2,530,307	91.31%	14,512,980	104.75%
DEC	2,699,271	557,515	18,838,257	16,626,000	3,137,888	209,762	15,480	\$3,363,130	121.37%	17,876,110	107.52%
JAN	2,489,548	514,198	22,099,851	19,617,000	2,281,987	152,246	22,394	\$2,456,627	82.13%	20,332,737	103.65%
FEB	2,370,382	489,586	24,983,503	22,388,000	2,198,391	146,958	404,010	\$2,749,359	99.22%	23,082,096	103.10%
MAR	2,384,370	492,475	27,893,161	25,159,000	2,756,682	184,279	27,702	\$2,968,663	107.13%	26,050,759	103.54%
APR	2,601,650	537,630	31,064,231	27,930,000				\$0	0.00%	26,050,759	93.27%
MAY	2,622,515	541,634	34,249,011	30,701,000				\$0	0.00%	26,050,759	84.85%
JUN	2,778,534	573,857	37,997,842	33,692,000				\$0	0.00%	26,050,759	77.32%
TOTAL	\$30,974,222	\$6,206,979	\$816,641	\$37,997,842	\$23,909,607	1,538,455	\$602,697	\$26,050,759	77.32%	\$26,050,759	77.32%

* - Includes \$154,755 from coroner permit fees (per Ch 990/90)

***-Per Section 24.10, Budget Act of 1997

COMMISSION ON POST
NUMBER OF REIMBURSED TRAINEES BY CATEGORY

MARCH

COURSE	1996-97			1997-98		
	Actual Total For Year	Actual July - Mar	% of Total	Projected Total For Year	Actual July - Mar	% of Projection
Basic Course	1,963	1,545	79%	2,000	1,006	50%
Dispatchers - Basic	370	226	61%	375	187	50%
Advanced Officer Course	2,498	1,893	76%	2,500	1,928	77%
Supervisory Course (Mandated)	651	491	75%	650	373	57%
Management Course (Mandated)	295	198	67%	300	193	64%
Executive Development Course	318	238	75%	320	244	76%
Supervisory Seminars & Courses	3,246	2,342	72%	3,250	2,818	87%
Management Seminars & Courses	1,874	1,062	57%	1,880	1,210	64%
Executive Seminars & Courses	493	334	68%	500	318	64%
Tech Skills & Knowledge Course	35,456	24,190	68%	35,460	26,669	75%
Field Management Training	32	30	94%	35	17	49%
Team Building Workshops	590	371	63%	600	414	69%
POST Special Seminars	318	189	59%	320	511	160%
Approved Courses	91	62	68%	90	42	47%
TOTALS	48,195	33,171	69%	48,280	35,930	74%

COMMISSION ON POST
REIMBURSEMENT BY COURSE CATEGORY

COURSE	1996-97		1997-98	
	Total For Year	Actual July - Mar	Actual March	Actual July - Mar
Basic Course	\$1,884,057	\$1,506,656	\$166,807	\$1,192,746
Dispatchers - Basic	262,556	159,508	12,665	155,912
Advanced Officer Course	146,502	114,298	3,561	120,337
Supervisory Course (Mandated)	428,675	306,868	41,329	244,192
Management Course (Mandated)	294,217	193,763	46,671	194,228
Executive Development Course	248,407	183,572	26,668	202,833
Supervisory Seminars & Courses	1,249,857	914,141	66,441	914,868
Management Seminars & Courses	651,878	372,806	95,905	419,068
Executive Seminars & Courses	184,843	128,121	777	109,051
Tech Skills & Knowledge Course	9,143,888	6,159,044	784,793	6,783,222
Field Management Training	17,675	16,856	1,669	8,064
Team Building Workshops	295,257	193,456	30,365	215,722
POST Special Seminars	89,927	55,029	11,715	178,734
Approved Courses	12,341	9,544	64	4,752
Training Aids Technology	254,331	84,436	71,177	200,556
TOTALS	\$15,164,411	\$10,398,098	\$1,360,607	\$10,944,285

COMMISSION ON POST

SUMMARY OF REIMBURSEMENT EXPENSE CATEGORIES

EXPENSE CATEGORIES	FY 1996-97 Total	1996-97 July - Mar	1998 March	1997-98 July - Mar
Resident Subsistence	\$8,156,648	\$5,569,324	\$652,811	\$5,956,268
Commuter Meal Allowance	\$941,878	707,436	\$100,694	\$672,389
Travel	\$2,477,106	1,725,909	\$216,858	\$1,879,783
Tuition	\$3,334,448	2,310,993	\$319,067	\$2,235,289
Training Technology Assistance	\$254,331	84,436	\$71,177	\$200,556
TOTALS	\$15,164,411	\$10,398,098	\$1,360,607	\$10,944,285

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

COMMISSION AGENDA ITEM REPORT

Agenda Item Title NEW AGENCY - Santa Ana Unified School District Police Department		Meeting Date April 16, 1998
Bureau Training Delivery and Compliance	Reviewed By Dick Reed, Chief <i>[Signature]</i>	Researched By Bob Spurlock <i>[Signature]</i>
Executive Director Approval <i>[Signature]</i>	Date of Approval 3-26-98	Date of Report March 25 1998
Purpose <input type="checkbox"/> Decision Requested <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Status Report		Financial Impact: <input checked="" type="checkbox"/> Yes (See Analysis for details) <input type="checkbox"/> No

In the space provided below, briefly describe the **ISSUE**, **BACKGROUND**, **ANALYSIS**, and **RECOMMENDATION**. Use additional sheets if required.

ISSUE

The Santa Ana Unified School District Police Department is seeking entry into the POST Regular (Reimbursable) Program on behalf of its peace officers.

BACKGROUND

The department's officers are appointed pursuant to Section 830.32(b) of the Penal Code. Suitable background and other provisions of the Government Code regarding selection standards have been met.

ANALYSIS

The police department currently employs 10 peace officers.

Fiscal impact for reimbursement of training will cost approximately \$5,000 per year.

RECOMMENDATION

The Commission be advised that the Santa Ana Unified School District Police Department be admitted into the POST Regular (Reimbursable) Program consistent with Commission Policy.

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

COMMISSION AGENDA ITEM REPORT

Agenda Item Title NEW AGENCY - Los Angeles Office of County Security		Meeting Date April 16, 1998
Bureau Training Delivery and Compliance	Reviewed By Dick Reed, Chief <i>2/10/16</i>	Researched By Bob Spurlock <i>Rhett Spurlock</i>
Executive Director Approval <i>Kenneth J. O'Brien</i>	Date of Approval	Date of Report March 25, 1998
Purpose <input type="checkbox"/> Decision Requested <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Status Report		Financial Impact: <input checked="" type="checkbox"/> Yes (See Analysis for details) <input type="checkbox"/> No

In the space provided below, briefly describe the ISSUE, BACKGROUND, ANALYSIS, and RECOMMENDATION. Use additional sheets if required.

ISSUE

The Los Angeles Office of County Security is seeking entry into the POST Regular (Reimbursable) Program on behalf of its peace officers.

BACKGROUND

The Los Angeles County Department of Health Services Police, Internal Services Police, and the Department of Parks Police have merged forming this new county agency. This merger was the result of a reorganization of local government. The effective date was December 1, 1997.

These departments were members of the POST Regular (Reimbursable) Program. All three agencies were initially members of the Specialized (Non-Reimbursable) Program. They were moved to the Reimbursable Program in 1997 as a result of Penal Code Section 13526.1 (b) which authorized this change.

Documentation from Michael J. Henry, Director of Personnel, Los Angeles County Department of Human Resources, has been received advising POST of this change.

ANALYSIS

The newly formed agency will have 540 sworn officers.

This change will have no impact on the POST budget.

RECOMMENDATION

The Commission be advised that the Los Angeles Office of County Security has been admitted into the POST Regular (Reimbursable) Program consistent with Commission Policy.

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

COMMISSION AGENDA ITEM REPORT

Agenda Item Title Cabrillo Community College Police Department - Withdrawal from POST Regular (Reimbursable) Program		Meeting Date April 16 1998
Bureau Training Delivery and Compliance Bureau	Reviewed By Dick Reed, Chief <i>[Signature]</i>	Researched By Bob Spurlock <i>[Signature]</i>
Executive Director Approval <i>[Signature]</i>	Date of Approval 3-26-98	Date of Report March 25, 1998
Purpose <input type="checkbox"/> Decision Requested <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Status Report		Financial Impact: <input type="checkbox"/> Yes (See Analysis for details) <input checked="" type="checkbox"/> No

In the space provided below, briefly describe the **ISSUE**, **BACKGROUND**, **ANALYSIS**, and **RECOMMENDATION**. Use additional sheets if required.

ISSUE

Remove the Cabrillo Community College Police Department from the POST Regular (Reimbursable) Program.

BACKGROUND

The Cabrillo Community College Police Department disbanded on January 10, 1998. Documentation from the Santa Cruz County Sheriff's Department has been received advising POST of the action.

ANALYSIS

The Santa Cruz County Sheriff's Department became the law enforcement agency for the Cabrillo Community College Police Department on January 10, 1998.

The change will have no impact on the POST budget.

RECOMMENDATION

The Commission be advised the Cabrillo Community College Police Department has been removed from the POST Regular (Reimbursable) Program.

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

COMMISSION AGENDA ITEM REPORT

Agenda Item Title Hawaiian Gardens Police Department - Withdrawal from POST Regular (Reimbursable) Program		Meeting Date April 16 1998
Bureau Training Delivery and Compliance Bureau	Reviewed By Dick Reed, Chief <i>DR</i>	Researched By Bob Spurlock <i>BS</i>
Executive Director Approval <i>Kenneth J. O'Brien</i>	Date of Approval 3-26-98	Date of Report March 25, 1998
Purpose <input type="checkbox"/> Decision Requested <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Status Report		Financial Impact: <input type="checkbox"/> Yes (See Analysis for details) <input checked="" type="checkbox"/> No

In the space provided below, briefly describe the ISSUE, BACKGROUND, ANALYSIS, and RECOMMENDATION. Use additional sheets if required.

ISSUE

Remove the Hawaiian Gardens Police Department from the POST Regular (Reimbursable) Program.

BACKGROUND

The Hawaiian Gardens Police Department disbanded on November 1, 1997. Documentation from the Los Angeles County Sheriff's Department and the City of Hawaiian Gardens has been received advising POST of the action.

ANALYSIS

The Los Angeles County Sheriff's Department became the law enforcement agency for the City of Hawaiian Gardens on November 1, 1997.

The change will have no impact on the POST budget.

RECOMMENDATION

The Commission be advised the Hawaiian Gardens Police Department has been removed from the POST Regular (Reimbursable) Program.

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

COMMISSION AGENDA ITEM REPORT

Agenda Item Title Los Angeles County Department of Parks Police - Withdrawal from POST Regular (Reimbursable) Program		Meeting Date April 16 1998
Bureau Training Delivery and Compliance Bureau	Reviewed By Dick Reed, Chief	Researched By Bob Spurlock <i>Bob Spurlock</i>
Executive Director Approval <i>Kenneth J. O'Brien</i>	Date of Approval 3-26-98	Date of Report March 25, 1998
Purpose <input type="checkbox"/> Decision Requested <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Status Report		Financial Impact: <input type="checkbox"/> Yes (See Analysis for details) <input checked="" type="checkbox"/> No

In the space provided below, briefly describe the **ISSUE**, **BACKGROUND**, **ANALYSIS**, and **RECOMMENDATION**. Use additional sheets if required.

ISSUE

Remove the Los Angeles County Department of Parks Police from the POST Regular (Reimbursable) Program.

BACKGROUND

The Los Angeles County Department of Parks Police Department merged with the Los Angeles Office of County Security on December 1, 1997. Documentation from Michael J. Henry, Director of Personnel, Los Angeles County Department of Human Resources, has been received advising POST of this action.

ANALYSIS

The Los Angeles Office of County Security will provide law enforcement services for the Department of Parks.

The change will have no impact on the POST budget.

RECOMMENDATION

The Commission be advised the Los Angeles County Department of Parks Police has been removed from the POST Regular (Reimbursable) Program..

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

COMMISSION AGENDA ITEM REPORT

Agenda Item Title Los Angeles County Health Services Police Department - Withdrawal from POST Regular (Reimbursable) Program		Meeting Date April 16 1998
Bureau Training Delivery and Compliance Bureau	Reviewed By Dick Reed, Chief <i>[Signature]</i>	Researched By Bob Spurlock <i>[Signature]</i>
Executive Director Approval <i>[Signature]</i>	Date of Approval 3-26-97	Date of Report March 25, 1998
Purpose <input type="checkbox"/> Decision Requested <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Status Report		Financial Impact: <input type="checkbox"/> Yes (See Analysis for details) <input checked="" type="checkbox"/> No

In the space provided below, briefly describe the ISSUE, BACKGROUND, ANALYSIS, and RECOMMENDATION. Use additional sheets if required.

ISSUE

Remove the Los Angeles County Health Services Police Department from the POST Regular (Reimbursable) Program.

BACKGROUND

The Los Angeles County Health Services Police Department merged with the Los Angeles Office of County Security on December 1, 1997. Documentation from Michael J. Henry, Director of Personnel, Los Angeles County Department of Human Resources, has been received advising POST of this action.

ANALYSIS

The Los Angeles Office of County Security will provide law enforcement services for the Department of Health Services.

The change will have no impact on the POST budget.

RECOMMENDATION

The Commission be advised the Los Angeles County Health Services Police Department has been removed from the POST Regular (Reimbursable) Program..

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

COMMISSION AGENDA ITEM REPORT

Agenda Item Title Los Angeles County Internal Services Police Department - Withdrawal from POST Regular (Reimbursable) Program		Meeting Date April 16 1998
Bureau Training Delivery and Compliance Bureau	Reviewed By Dick Reed, Chief <i>slw</i>	Researched By Bob Spurlock <i>Bob Spurlock</i>
Executive Director Approval <i>Kenneth J. O'Sullivan</i>	Date of Approval 3-26-98	Date of Report March 25, 1998
Purpose <input type="checkbox"/> Decision Requested <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Status Report		Financial Impact: <input type="checkbox"/> Yes (See Analysis for details) <input checked="" type="checkbox"/> No

In the space provided below, briefly describe the **ISSUE**, **BACKGROUND**, **ANALYSIS**, and **RECOMMENDATION**. Use additional sheets if required.

ISSUE

Remove the Los Angeles County Internal Services Police Department from the POST Regular (Reimbursable) Program.

BACKGROUND

The Los Angeles County Internal Services Police Department merged with the Los Angeles Office of County Security on December 1, 1997. Documentation from Michael J. Henry, Director of Personnel, Los Angeles County Department of Human Resources, has been received advising POST of this action.

ANALYSIS

The Los Angeles Office of County Security will provide law enforcement services for the Department of Internal Services.

The change will have no impact on the POST budget.

RECOMMENDATION

The Commission be advised the Los Angeles County Internal Services Police Department has been removed from the POST Regular (Reimbursable) Program..

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

COMMISSION AGENDA ITEM REPORT

Agenda Item Title Public Safety Dispatcher Program		Meeting Date April 16, 1998
Bureau Training Delivery & Compliance Bureau	Reviewed By Dick Reed, Chief <i>[Signature]</i>	Researched By Gary Sorg <i>[Signature]</i>
Executive Director Approval <i>[Signature: Kenneth J. O'Brien]</i>	Date of Approval	Date of Report February 2, 1998
Purpose <input type="checkbox"/> Decision Requested <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Status Report		Financial Impact: <input type="checkbox"/> Yes (See Analysis for details) <input checked="" type="checkbox"/> No

In the space provided below, briefly describe the **ISSUE, BACKGROUND, ANALYSIS, and RECOMMENDATION**. Use additional sheets if required.

ISSUE

Acceptance of agencies into the Public Safety Dispatcher Program.

BACKGROUND

The agencies shown on the attached list have requested participation in the POST Reimbursable Public Safety Dispatcher Program pursuant to Penal Code Sections 13510(c) and 13525. The agencies have expressed willingness to abide by POST Regulations and have passed ordinances or resolutions as required by Penal Code Section 13522.

ANALYSIS

All of the agencies presently employ full-time dispatchers and some employ part-time dispatchers. The agencies have all established minimum selection and training standards which equal or exceed the standards adopted for the program.

RECOMMENDATION

The Commission be advised that the subject agencies have been accepted into the POST Reimbursable Public Safety Dispatcher Program consistent with Commission policy.

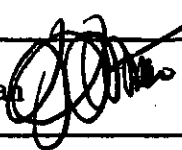
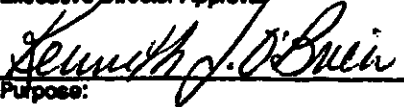
NEW AGENCIES IN THE PUBLIC SAFETY DISPATCHER PROGRAM

JANUARY - MARCH 1998

<u>Name</u>	<u>Ord/Res/Letter</u>	<u>Entry Date</u>
Bakersfield Police Department	Ord. No. 3812	January 2, 1998
Lompoc Police Department	Ord. No. 1430 (97)	December 18, 1997
Palo Altos Police Department	Ord. No. 4460	December 18, 1997
Ripon Police Department	Ord. No. 579	December 18 1997
Pomona Police Department	Resolution No. 97-192	February 9, 1998
Cathedral City Police Department	Ord. No. 468	March 10, 1998

There are currently 355 agencies participating in the program.

COMMISSION AGENDA ITEM REPORT

Agenda Item Title Report on District Attorneys' Investigation and Trial Preparation Course		Meeting Date April 16, 1998
Bureau Basic Training Bureau	Reviewed By Ken Whitman 	Researched By Staff
Executive Director Approval 	Date of Approval 3-23-98	Date of Report February 2, 1998
Purpose: <input type="checkbox"/> Decision Requested <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Status Report		Financial Impact: <input type="checkbox"/> Yes (See Analysis for details) <input type="checkbox"/> No

In the space provided below, briefly describe the ISSUE, BACKGROUND, ANALYSIS, and RECOMMENDATION. Use additional sheets if required.

ISSUE

At its January 1998 meeting the Commission requested a report on the current status of the District Attorneys' Investigation and Trial Preparation course.

BACKGROUND

The Investigation and Trial Preparation Course was developed in 1983 by selecting certain curriculum and subject matter from the District Attorneys' Basic Course. This 80-hour course allows incumbent peace officers who have successfully completed the Regular Basic Course to gain additional training necessary to transition them into their new positions and duties as an investigator or inspector in a District Attorney's office. The course was updated in 1990. A series of workshops were conducted in 1996 and a draft outline of recommended changes was prepared with the assistance of an ad hoc committee of experts statewide. Additional workshops have been held to validate the proposed revisions and to resolve the distribution of course hours. The course is currently being presented at Golden West Criminal Justice Training Center (South) and at the Los Medanos Criminal Justice Center (North).

This Investigation and Trial Preparation Course must be completed as part of the basic training requirement for Investigators within one year of the appointment to the position of investigator in a District Attorney's Office.

ANALYSIS

The course is designed to orient, update, and refresh the experienced peace officer who has been, or is about to be, transferred to the investigative staff of a District Attorney's Office. This is a transitional course for persons with an investigative background and is not intended to teach basic investigative skills nor to develop expertise in specialized investigative areas. This course is designed to supplement the skills and knowledge of the investigator and is designed to incorporate specific learning activity blocks as well as a student project/presentation.

The final curriculum revision is in the process of validation. The training presenters met in October 1997 and focused on instructor development and the development of a District Attorney Investigators Desk Reference Handbook.

The final revisions to the curriculum, including the addition of student project/learning activities, will be ready in approximately 60 days. This will provide standardized curriculum that would allow for local curriculum emphasis. A reference handbook is being finalized and will be distributed for use in the course presentation.

The ad hoc committee has worked to compile information for inclusion in the reference handbook that will aid the investigator when he or she returns to their agency from the training. They will be able to use the reference guide to find primary investigation elements, investigation and trial preparation tips, local and state resource groups, and primary statutory and case law. The revised expanded course outline and hourly distribution is included as Attachment A.

It is anticipated that all of the work will be completed and that the standardized curriculum will be implemented by July 1998.

This report is for information and no action is necessary.

Investigation and Trial Preparation Course

Expanded Course Outline

ROLE OF THE DISTRICT ATTORNEY INVESTIGATOR:

1.0 The student will understand the role of the District Attorney Investigator.

1.1.1 The student will identify the Constitutional and statutory authority of the District Attorney and specific statutory mandates, to include the following:

- A. State Constitution
- B. Government Code
- C. Penal Code
- D. Business & Profession Code
- E. Family Code
- F. Civil Code
- G. Election Code
- H. Case Law
- I. Subpoena Power Authority

1.1.2 The legal authority and history of the DAI

- A. History
- B. Case Law
- C. Statutory
 - 1. 830.1 PC
 - 2. 830.35 PC
- D. Subpoena Power of the DAI

1.1.3 The student will identify the role and typical duties and functions of the DAI in:

- A. Pre/post complaint investigation
- B. Working relationships with:
 - 1. DA/Legal Staff
 - 2. Law Enforcement Community
 - 3. Legal Community
 - 4. New Media
- C. "Staff" vs. "Line" function
- D. Distinction between "investigating" a case and "making" a case for criminal prosecution purposes.

1.1.4 The student will identify the common ethical issues encountered by DAI, including:

- A. Discovery**
 - 1. Attorney work product**
- B. Conflict of Interest**
- C. Contact with defendants represented by counsel**
- E. Confidentiality**
- F. Political activities of DAI**
- H. Ex parte communication with judges**
- I. Contact with witnesses and informants**
- J. DAI is agent of the attorney (state bar rules apply)**

COURT PROCESSES, MOTIONS, GRAND JURY

2.0 The student will understand and have a working knowledge of court criminal and civil processes and procedures, and will understand the role and authority of the Grand Jury.

2.1.1 The student will become familiar with and understand the DAI role from charging through sentencing and appeals.

- A. Charging**
- B. Defendant's appearance in court**
- C. Preliminary hearing (including Prop 137)**
- D. Superior court arraignment**
- E. Pre-trial motions including bail motions and discovery**
- F. Disposition without trial**
- G. Trial**
- H. Post-trial motions**
- I. Jury verdict impeachment**
- J. Post-sentence motions**
- K. Certificate of Rehabilitation**
- L. Parole hearings**

2.1.2 The student will identify the role and authority of the Grand Juries, to include:

- A. Trial considerations of their use**
 - 1. Oversight role vs indictments**
- B. Selection process of jurors / composition of Grand Juries**
 - 1. Background investigations**
- C. Confidentiality**
- D. Subpoenas/SDT**
- E. Indictments**

2.1.3 The student will identify the civil processes available to the DA to include:

- A. Code of Civil Procedure**
 - 1. Inspection Warrants**
 - 2. Depositions**
- B. Summons (Process and service)**
- C. Subpoena Duces Tecum (Process and service)**
- D. Penalties and Remedies**
- E. Administrative Processes**

CONCEPTS OF EVIDENCE, SEARCH & SEIZURE

Note: instructional delivery potential for two hour project block here

3.0 The student will understand and have a working knowledge of concepts and admissibility of evidence, including search and seizure.

3.1.1 The student will identify the application of the Evidence Code in the following:

- A. Corroboration**
- B. Impeachment**
- C. Admissibility of Rebuttal evidence**
- D. Prior Statements/Testimony**
- E. Privileges/In camera hearings**
- F. Hearsay and exceptions**
- G. Best Evidence**
- H. 1538 Evid Code - Prior identification by witnesses**
- I. 352 Evidence Code**
- J. Co-defendant statements (eg. -Aranda)**
- K. 402 Hearing**

3.1.2 The student will identify the types, appropriate uses, and affidavit construction of search and arrest warrants, including legal aspects of service and return.

- A. Contingency Warrants**
- B. Supervised Entry Warrants**
- C. Sealed**
- D. Steagald**
- E. Skelton**
- F. Telephonic search warrants**
 - 1. Telephone number searches**
- G. Special Masters**
- H. Extensions of time**
- I. Ramey Warrants**
- J. Code of Civil Procedures 187**
- K. Unlawful flight to avoid prosecution (UFAP)**

- L. Extradition
- M. Rendition
- N. Body Attachments
- O. Wire tap

3.1.3 The student will identify current legal issues involving search and seizure laws concerning the following (not a review):

- A. Consent
- B. Vehicle
- C. Persons
- D. Buildings
- E. Containers

3.1.4 The student will identify the legal aspects of physical evidence, to include:

- A. Chain of custody
- B. Body Evidence
- C. Handwriting exemplars
- D. Release and/or other disposition of evidence

INVESTIGATIVE TECHNIQUES

4.0 The student will receive an overview of investigative techniques, to include:

- A. Sources of information
- B. Investigative tools
- C. Interviewing

4.1.1 The student will identify the legal limitations and how to obtain records information from:

- A. Public Agencies
 - 1. Access to records of Social Services, EDD, B of E, and FTB information and files.
 - 2. DA's right of access to records maintained by governmental agencies.
- B. Private Agencies
 - 1. The elements of the Right to Financial Privacy Act (Government Code).
- C. Public Information Acts (Federal & State)
 - 1. Law enforcement exemptions

4.1.2 The student will identify the type of information and services available from the following information sources and commercial on-line systems:

- A. DMV off-line services
- B. LEIU

- C. DOJ off-line services
(Inter Pol, etc.)
- D. CDC
- E. FBI offline services
- F. Internet
- G. Commercial on-line services
 - 1. Lexus Nexus
 - 2. West Law
 - 3. Infotek
- H. Megan's Law

4.1.3 The student will identify the provisions of the Education Code concerning access to the student and school records.

4.1.4 The student will identify the use and purpose of the following surveillance equipment:

- A. Optical
- B. Photographic
- C. Electronic equipment (e.g. body wires, bird dogs)
- D. Chemical samplers

4.1.5 The student will identify the capabilities and advantages of using computers as an investigative tool, to include:

- A. Spread sheets
- B. Data base
 - 1. Scanners
- C. Graphics
 - 1. Visual Investigation Analysis (VIA)
 - 2. Link analysis
 - 3. Digital photography
 - 4. Plotter

4.1.6 The student will identify the legality and use of the following techniques (brief overview):

- A. Hypnosis
- B. Polygraph
- C. Electronic surveillance
- D. Voice stress analysis

4.1.7 The student will identify recent and innovative physical evidence techniques, to include:

- A. Genetic fingerprinting (DNA analysis)
- B. Cal ID
- C. Cal photo

- D. Audio/video enhancements
- E. Public and private developments

4.1.8 The student will identify legal and practical concerns related to:

- A. Recordings (audio/videos)
 - 1. Interviews
 - 2. Surreptitious
- B. Preservation of notes/recordings
- C. Miranda update

4.1.9 The student will identify how to conduct a line-up to include:

- A. Live and video line-up (including Evans)
- B. Photo line-up
- C. Object identification (guns, hats, clothing, etc.)

4.1.10 Student Learning Activity

VICTIM, WITNESS, AND INFORMANT MANAGEMENT

5.0 The student will identify proper procedure to be used when managing victims, witnesses and informants.

5.1.1 The student will identify specific issues as related to the management of informants, including "jailhouse informants" and non-custodial defendant/informants.

5.1.2 The student will identify legal and practical issues in dealing with victims/witnesses:

- A. Identification, location, and subpoenaing of victims/witnesses**
 - 1. Out of local area witnesses**
 - a. Uniform Witness Act**
 - 2. Witnesses from foreign countries**
 - a. Formal**
 - b. Informal**
- B. Due diligence**
- C. Background checks (refer to 6.1.2 to avoid redundancy)**
- D. Dealing with reluctant/uncooperative victims/witnesses (e.g. bond and warrant, 878 et seq and 1332 PC and 66 GP 1988)**
- E. Victim/witness unit liaison**
- F. Witness expenses and fees**
- G. In-custody witnesses**
 - 1. Logistics**
 - 2. Practical aspects of airline transportation/F.A.A. regulations overview.**

5.1.3 The student will identify the legal and practical considerations in protecting witnesses, to include:

- A. Witness Protection programs**
 - 1. Local**
 - 2. State**
 - 3. Federal**
- B. Intimidation issues**
 - 136 PC**

5.1.4 The student will identify methods for obtaining expert witnesses.

- A. Financial considerations**
- B. Transcripts on prior testimony**

5.1.5 The student will identify the elements of a conditional witness examination (1335-1362 PC).

- A. Video recording**
- B. Legal restrictions**

TRIAL PREPARATION AND SUPPORT

Note: To possibly include learning activities.

6.0 The student will understand and have a working knowledge of the techniques of trial/case preparation and support.

6.1.1 The student will learn to critically analyze case file reports in preparation for trial to determine deficiencies and weaknesses.

6.1.2 The student will identify procedures for obtaining and/or preparing exhibits or demonstrations of evidence, to include:

- A. Demonstrative exhibits/models
- B. Photographs (including aerial photography)
- C. Audio/Video
 - 1. Editing
 - 2. Filtering
- D. Diagrams
- E. Maps
- F. Computer generated exhibits (DEMOS, etc.)
- G. Overhead transparencies

6.1.3 Tactical role of the DAI during trial

- A. Investigating officer
- B. Jury selection
- C. Assist in formulation of trial strategy in consultation with the DDA.
- D. Solve anticipated problems:
 - 1. Interviews
 - 2. Backgrounds (refer to 5.1.2 to avoid redundancy)
 - 3. Equipment/videos
 - 4. Physical evidence
 - 5. Locating missing witnesses (refer to 5.1.2)
 - 6. Victim/Witness security

SPECIALIZED INVESTIGATIONS

7.0 The student will understand the legal aspects and investigative techniques of specialized investigations.

FAMILY SUPPORT

7.1.1 The student will identify the legal aspects and investigative techniques of family support investigations, including the following (overview only):

- A. Determination of paternity
- B. Failure to provide
- C. Welfare /public assistance
- D. Civil vs. criminal remedies

CHILD ABDUCTION

7.1.2 The student will identify the legal aspects and investigative techniques of child abduction investigations.

PUBLIC ASSISTANCE FRAUD

7.1.3 The student will identify the DA's role in investigating public assistance fraud (overview).

FINANCIAL CRIMES

7.1.4 The student will identify the legal aspects and investigative techniques of financial crimes investigations, to include the following:

- A. Theories of theft
- B. Securities law
- C. Real estate fraud
- D. Crimes against the elderly

INSURANCE FRAUD

7.1.5 The student will identify the legal aspects and investigative techniques of insurance fraud investigations, to include the following:

- A. Workers compensation fraud
- B. Auto insurance fraud

HIGH TECH CRIME

7.1.6 The student will identify the legal aspects, evidence collection and investigative techniques of high tech crime investigations, to include the following:

- A. Use of computers to commit traditional crimes
- B. Unauthorized access or use of computers (502 PC)
- C. Theft of computer data
- D. Cell phone fraud
- E. Intellectual property
- F. Trade secrets

CONSUMER FRAUD

Note: Investigation Fraud only not civil process

7.1.7 The student will identify the legal aspects and investigative techniques of consumer fraud investigation, to include the following:

- A. Civil**
- B. Criminal**
- C. Regulatory**
- D. Administrative**

MISCONDUCT BY PUBLIC OFFICIALS

7.1.8 The student will identify the legal and practical aspects of investigating misconduct by elected officials, public employees, candidates, and campaign workers, to include the following:

- A. Political Reform Act**
- B. Theft of public funds**
- C. Bribery**
- D. Conflict of interest**
- E. Brown Act violations**
- F. Government records crime**

OFFICER INVOLVED INCIDENTS

7.1.9 The student will identify the legal aspects and investigative techniques used in the investigation of officer involved incidents to include the following:

- A. Fatalities including custodial deaths**
- B. Use of excessive force (non-fatal)**

CRIMES COMMITTED BY PEACE OFFICERS

7.1.10 The student will identify the legal aspects, investigative techniques, and common problems encountered during the investigation of criminal acts committed by law enforcement officers, to include the following:

- A. Filing false reports**
- B. Theft of evidence**
- C. Perjury**
- D. Unlawful release of confidential records**
- E. Conflict of interest**
- F. Bribery**
- G. Weapons violations**
- H. Domestic violence**
- I. Worker's compensation fraud**

- J. Insurance fraud
- K. Assault under the color of authority
- L. Theft and Embezzlement

CRIMES AGAINST THE ADMINISTRATION OF JUSTICE

7.1.11 The student will identify the legal and practical aspects of investigating crimes against the administration of justice, to include the following:

- A. Perjury
- B. Subornation of perjury
- C. Falsification of evidence
- D. Obstruction of justice
- E. Jury tampering
- F. Contempt (criminal and civil)

ENVIRONMENTAL CRIMES

7.1.12 The student will identify the legal aspects, investigative techniques, and safety considerations of environmental and hazardous materials investigations.

OTHER CRIMES

7.1.13 The student will identify common problems encountered during the prosecution of the following crimes:

- A. Murder (including Special Circumstances)
 - 1. Death penalty phase investigations
- B. Child abuse
- C. Sexual assault
 - 1. Adult
 - 2. Child
- D. Custodial
 - 1. Institutional
- E. Threats (short notice, priors)

7.1.14 The student will identify the role of the investigator at autopsies.

7.1.15 The student will identify the legal aspects and techniques for investigation of gang related incidents, to include:

- A. Narcotics and dangerous drugs
- B. Conspiracy
- C. Witness intimidation
- D. Jury tampering
- E. Money laundering

F. Coordination with local/regional task forces

7.1.16 The student will identify the legal requirements and techniques involved in asset seizures and forfeitures.

INVESTIGATOR SAFETY

8.0 The student will understand the safety considerations necessary for plainclothes investigators.

8.1.1 The student will identify safety techniques specific to plainclothes investigators, to include the following:

- A. Arrest situations**
- B. Serving court process (warrants, subpoenas, etc.)**
- C. Building/area searches**
- D. Covering uniformed/plainclothes officers**
 - 1. Cover vs. back-up**
- E. Identification issues (recognized as a peace officer)**
- F. High risk crime responses (burglary, robbery, etc.)**
- G. Prisoner transportation**
 - 1. Restrain devices**
- H. Safety considerations (personal and family)**

DAI Investigator & Trial Preparation Course

**TOPICAL OUTLINE
HOURLY DISTRIBUTION**

+	Registration and Course Introduction	1 hour
+	Pre- Exam/Project Assignments	1 hour
1.0	Role of the District Attorney Investigator (including Chief's welcome(brief))	6 hours
2.0	Court Processes, Motions, Grand Jury	4 hours
3.0	Concepts of Evidence, Search & Seizure (use for project application)	12 hours
	3.1.1 - 2 hours	
	3.1.2 - 6 hours	
	3.1.3 - 1 hour	
	3.1.4 - 1 hour	
4.0	Investigative Techniques	12 hours
	4.1.1 - 1 hour (w/ handouts)	
	4.1.2 - 2 hours	
	4.1.3 - (included in 5.1.2 time)	
	4.1.4 - 1 hour	
	4.1.5 - 2 hour	
	4.1.6 - 1 hour	
	4.1.7 - 1 hour	
	4.1.8 - 1 hour	
	4.1.9 - 2 hours	
	4.1.10 - 1 hour (learning activities)	
5.0	Victim, Witness and Informant Management	4 hours
	5.1.1 - 1 hour	
	5.1.2 - 3 hours	
	5.1.3 - 1 hour (6.1.3 - 6.1.5)	
	5.1.4 - (inclusive)	
	5.1.5 - (inclusive)	
6.0	Trial Preparation and Support (learning activities)	6 hours
	6.1.1 - 1 hour	
	6.1.2 - 1 hour (use slides/demos what's available)	
	6.1.3 - 4 hour	
7.0	Specialized Investigations	20.5 hours
	Family Support- 1 hour	
	7.1.1	
	Child Abduction- 1 hour	
	7.1.2	
	Public Assistance- 1 hour	

7.1.3
 Financial Crimes - 1 hour
 7.1.4
 Insurance Fraud- 1 hour
 7.1.5
 High Tech Crimes - 2 hours
 7.1.6
 Consumer Fraud - 1 hour
 7.1.7
 Misconduct by Public Officials - 2 hours
 7.1.8
 Officer Involved Incidents - 3 hours
 7.1.9
 Crimes Committed by Peace Officers - 1 hour
 7.1.10
 Crimes Against the Administration of Justice - . 5 hour
 7.1.11
 Environmental Crimes - . 5 hour
 7.1.12
 Other Crimes - 1.5 hours
 7.1.13 (autopsies) - 1 hour
 7.1.14 (gangs) - 2 hours
 7.1.15 (asset seizures) - (.5 hours)

Environmental Crimes
 7.1.16 - 1 hour

8.0	Investigator Safety	1 hours
9.0	Learning Activities, Case Projects/ Scenarios	8.5 hours
	Take Home Final Examination	2 hours
	Test Review & Course Critique	1 hour
	Post CE and Course Wrap-up	1 hour

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

COMMISSION AGENDA ITEM REPORT

Agenda Item Title Confirmation of Policy Statement		Meeting Date April 16, 1998
Bureau Information Services	Reviewed By Glen Fine	Researched By Staff
Executive Director Approval <i>Kenneth J. O'Brien</i>	Date of Approval 3-24-98	Date of Report March 14, 1998
Purpose <input type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report		Financial Impact: <input type="checkbox"/> Yes (See Analysis for details) <input type="checkbox"/> No

In the space provided below, briefly describe the ISSUE, BACKGROUND, ANALYSIS, and RECOMMENDATION. Use additional sheets if required.

ISSUE

Confirmation of policy decision by Commission

BACKGROUND

Commission direction is that policy decisions reached by the Commission be reviewed at the next following Commission meeting before the policy statement is included in the Policy Manual.

ANALYSIS

At its meeting on January 22, 1998, the Commission adopted the following policy concerning Driver Training Simulators:

The Commission shall establish a moratorium on further funding of driver simulator hardware pending the conduct of an effectiveness study of the driver training program and authorizes appropriate certification, including tuition for training conducted with driver training simulators, with the proviso that hardware maintenance costs not be included with the tuitional costs.

RECOMMENDATION

If the statement of policy accurately expressed Commission intent, it is recommended it be included in the Commission Policy Manual.

WHEREAS, Jay N. Clark joined the El Cerrito Police Department in 1970 and has served California law enforcement with distinction for 32 years; and

WHEREAS, Jay N. Clark retired on February 16, 1998 as Police Commander with the El Cerrito Police Department; and

WHEREAS, Jay N. Clark has developed a reputation as a loyal, ethical, and dedicated law enforcement professional; and

WHEREAS, Jay N. Clark, representing the California Police Training Officers' Association, has served on the POST Advisory Committee since 1990; and

WHEREAS, Jay N. Clark has become an outstanding role model in the law enforcement training community; now therefore

BE IT RESOLVED, the Commission on Peace Officer Standards and Training recognizes Jay N. Clark's many contributions to law enforcement and the people of California; and

BE IT FURTHER RESOLVED, that the Commission extends its best wishes for continued success and happiness in his retirement.

March 27, 1998

WHEREAS, Daryl M. Wicker served the Cypress Police Department with distinction for 30 years; and

WHEREAS, Daryl M. Wicker served the City of Cypress as Chief of Police from 1989 to 1998; and

WHEREAS, Daryl M. Wicker was named "Officer of the Year" by his peers in 1971; and

WHEREAS, Daryl M. Wicker is qualified in Orange County Municipal and Superior Courts as an expert in the field of drug and narcotic influence cases; and

WHEREAS, Daryl M. Wicker has become an outstanding role model for police administrators throughout the State of California; and

WHEREAS, Daryl M. Wicker is retiring following 30 years of distinguished service to the public and California law enforcement; now therefore

BE IT RESOLVED, The Commission on Peace Officer Standards and Training recognizes Chief Wicker's many contributions to law enforcement and the people of California; and

BE IT FURTHER RESOLVED, That the Commission extends best wishes to Daryl M. Wicker for continued success and happiness in retirement.

April 2, 1998

MEMORANDUM

To : POST Commissioners

Date: March 24, 1998

Rick TerBorch, Chairman
Committee on Strategic Plan Implementation
From : Commission on Peace Officer Standards & Training

Subject: QUARTERLY UPDATE ON STRATEGIC PLAN PROGRESS

The following is an update on the progress being made to implement POST's Strategic Plan. As indicated by the below chart, implementation work has been completed or is in progress on approximately 70% of the objectives.

Objectives

6 (10% completed) (5 more than previously reported)
38 (62% in progress) (17 more than previously reported)
17 (28% scheduled for later implementation)
61 Total

POST's Strategic Plan has become substantially internalized as a way of doing everyday business at POST. It has impacted most decision making about allocation of resources, organizational structure, work activities, and most aspects of operations. Attention to internal infrastructure issues has occurred simultaneously with implementation activities. Staff has been involved in both implementation planning as well as reviewing the Strategic Plan itself in preparation for its annual update. Staff orientation concerning POST's vision/mission/values as well as team building workshops are in progress. Internal communications have been improved through establishment of inter-bureau committees, an employee suggestion box, and quarterly Strategic Plan meetings of POST Management Teams which serve to communicate/coordinate activities.

In general, substantial progress is being made to implement the Strategic Plan. Some objectives have been completed and will be recommended for deletion when the plan is updated. Other objectives that have been scheduled for implementation have major work underway, i.e., A.11 - Job Task Analysis, A.3 - CPT Training Requirement, and A.8 - Establish Additional Entry-Level Standards. Some objectives, by their nature, are ongoing and have been addressed and will continue to be. Other objectives are awaiting implementation due to the need to secure the necessary resources or staffing.

The following objectives describing progress are presented under each bureau or organizational unit assigned responsibility for its implementation. Only objectives which are scheduled for beginning implementation on or before January 1, 1998 are reported.

Executive Office

- B.7 Support of Regional Skills Centers - Assembly Bill 1020 that would implement the concept is being reviewed to establish a bond funding source, reduce the scope to fund only three pilot centers and substantially reduce the size of the statewide center's board. While POST continues to support the concept, law enforcement has not been united in support and, therefore, the prognosis is not good.
- C.1 Analyze Our Partners - Plans are underway to begin addressing this at an upcoming workshop with POST's partners.
- C.6 Support Image Coalition - POST continues to support the Coalition which is dedicated to improving the image of California law enforcement. A POST-developed video and questionnaire are being distributed to law enforcement agencies to identify successful programs that have served to improve law enforcement's image.
- D.3 Funding Legislative Training Mandates - the Commission recently, upon the recommendation of its Legislative Review Committee, revised its policy on legislation to require that all proposed bills establishing training mandates will be reviewed individually instead of assuming a neutral position.
- F.4 Internal Audits - POST has recently established this function as part of POST's Legislative Coordinator's duties.
- G.4 Staff Input on Strategic Plan Implementation - This ongoing activity has been institutionalized within POST.
- G.5 Improve Internal Communications - Internal communications have been improved substantially; however, additional efforts are planned.

Training Delivery and Compliance

- B.5 Establishment of Multiple Training Sites - Over 600 presenters have been certified to offer POST-certified courses. Recently, POST staff has been contacting adult-oriented universities to determine if their facilities can be used for POST-certified courses during the daytime hours.
- B.12 Simplify Course Certification Process - With the goal of becoming as paperless as possible, POST has recently received its first electronic course certification via the Internet. Additional planning with course coordinators is expected.

Center for Leadership Development

- E.5 Early Warning White Papers - Substantial progress is being made as previously reported.

Management Counseling

- A.1 Agency Accreditation - Prior to the establishment of the Strategic Plan, POST staff developed, in 1994, accreditation standards and an operational manual for law enforcement agency accreditation. A survey of agency heads is being considered in the near future to determine continued interest in accreditation.

Computer Services Unit

- E.8 Automate Clearinghouse - A budget change proposal, to acquire the service of two computer programmers for this purpose, has been approved by the Department of Finance for submittal to the Legislature. POST's proposed budget for 1998-99 contains this as it progresses through the legislative process.
- F.7 Upgrade Internal Information and Business Procedures - A feasibility study report on this topic has been developed, submitted, and approved by the Department of Finance. Early implementation, however, is dependent upon acquiring the two computer programmers in E.8.

Administrative Services Bureau

- D.4 Fiscal Planning Relative to Strategic Plan - This has become an ongoing, institutionalized activity for all POST bureaus.

- D.5 Institute Appropriate Cost Recovery Strategies - In addition to existing cost recovery efforts, additional ones are being researched which concern telecourse broadcasts, certain publications, and multimedia productions.
- D.6 Establish Alternative Reimbursements - A program of back-fill reimbursement has been recently approved.
- G.1 Improve Staff Training - Implementation of this objective is awaiting some personnel changes that will create a POST Training Manager. Currently, this function is only nominally addressed by POST's personnel staff.
- G.4 Cross Training for Staff - Recently, POST updated the duty statements of all personnel which will assist in the process of cross training. To this point, only limited cross training has occurred but is expected to increase.

Information Services Bureau

- E.1-8 Establish a Clearinghouse Information Service - This goal, which includes eight objectives, is being researched by staff. A Users' Committee will meet in March to further plan for the Clearinghouse. Actual implementation steps, however, must await approval of a Clearinghouse Coordinator's position that has been approved by the Commission and is pending before the Legislature. It is anticipated the position will be filled in August of this year at which time major implementation can be expected.
- F.2 Publicize POST Services - Currently, POST has both a bulletin board and Internet home page. There are plans to delete the bulletin board and transfer its information to the home page. POST's home page is constantly being updated. Besides the home page, other means for publicizing POST's services are being considered.
- F.6 Review all POST Regulations - this major project has been scheduled over a three-year period. Staff is currently researching revisions concerning basic training and reserve training, and proposed changes are expected this year.

Standards and Evaluation

- A.2 Analysis of Duties/Competencies of Law Enforcement Positions - Staff is considering recommending modifications of this objective to delineate certain law enforcement positions so as to make it achievable.
- A.8 Establish Additional Entry-Level Selection Standards - POST's Implementation Plan identifies five categories of standards with each requiring separate research and implementation. The psychological screening component is farthest along in development and will result in recommendations for updating POST's *Psychological Screening Manual*.
- A.9 Standardized Basic Course Skills Assessment - Staff is nearing completion of developing a model for skills assessment of domestic violence in the basic course which is nearing the pilot testing stage. This model can be extended to other skill areas, and plans are to extend it to use of force, intervention, and investigation of sexual assault.
- A.10 Establishment of Regional Testing Centers - Tentative plans are to recommend this objective be deleted and, therefore, no progress has been made.
- A.11 Job Analysis of Entry-Level Officers - Major work has been accomplished in conducting an updated job analysis that should be ready for presentation to the Commission in July. This analysis has significant implications for further refinement of POST's selection and training requirements.

Basic Training Bureau

- A.4 Field Training - the Commission recently took action to "integrate mandatory, standardized field training and the basic academy to constitute basic training." While there will continue to be ongoing staff implementation and maintenance activities associated with this program, the objective is deemed to have been completed.
- A.5 Establish Additional Minimum Basic Course Qualifications - This objective has become somewhat problematic. College-based academies have expressed concern about where this objective might go. However, some current research and development activities being conducted by POST staff for the Basic Course may lead to increased graduation requirements which could negate the need for this objective. Staff will

be evaluating whether this objective should remain or be revised.

Training Program Services

- A.3 Review POST's Continuing Professional Training Requirement - A POST Special Consultant (Management Fellowship Program) has been researching this objective. A questionnaire has been developed and sent to law enforcement for input. Representatives of law enforcement are also providing input on this complex issue. A report and recommendation to the Commission is expected for its November 1998 meeting.
- B.8 Research Training Technologies - This is an ongoing objective and staff is continuously investigating emerging technology. For example, the use of the Internet is particularly being reviewed because of its great potential. Also, a standing Multi-media Training Council has recently been formed to assist with this process.
- B.9 Upgrade Multimedia Technology - The Commission received a report at the January 1998 meeting recommending an upgrade to CD-ROM. Staff is preparing detailed equipment specifications for Commission review at its April meeting. If these are approved, along with the \$2.7 million expenditure to replace existing law enforcement agency equipment, this objective will be essentially completed.
- B.13 Develop Systems of Instructor Selection and Development - While some existing POST activities and programs fall within this objective, a comprehensive program needs to be developed. The Commission, at its April meeting, will be presented with proposals to move this objective further into implementation. A proposal to secure a POST Special Consultant to conduct additional research and development will be made.

All Bureaus

- B.11 Establish Advisory Councils for Training Programs - With the January 1998 Commission approval of staff's plan to establish ten additional advisory councils, this objective is considered fully implemented.
- D.2 Set Priorities in Concert With the Strategic Plan - This ongoing objective has essentially been implemented throughout POST.
- E.1 Maximize POST Library Access - This issue needs to be carefully studied so as to make sure POST has the necessary resources to

accommodate this added workload.

- E.7 Maximize Use of Information Clearinghouse - While some planning has occurred as to how this should best be accomplished, this objective must await implementation of the Clearinghouse and additional staff.
- F.3 Broaden Diversity of POST Advisors - This is an ongoing objective and has been implemented.
- F.5 Review New Projects Pursuant to Strategic Plan - This ongoing objective has been implemented on an organization-wide basis.
- G.7 Implement Work Groups/Teams - Several inter-bureau planning and coordinating work groups or teams have been formed because many objectives impact multiple bureaus. Additional progress is expected.

Status of Strategic Plan Objectives

<u>Objectives</u>	<u>Completed</u>	<u>In Progress</u>	<u>Scheduled for Later Impl.</u>
<u>Increase Standards and Competencies</u>			
A.1 - Law Enforcement Agency Accreditation			X
A.2 - Analysis of Positions in POST Program			X
A.3 - Review POST's CPT Requirement		X	
A.4 - Mandatory Field Training Program *	X		
A.5 - Minimum Basic Course Qualifications		X	
A.6 - Strengthen POST Certificates/Competencies			X
A.7 - Increase Testing in POST Courses			X
A.8 - Establish Additional Entry-Level Standards		X	
A.9 - Standardize Basic Course Skills Assessment		X	
A.10 - Establish Regional Testing Centers			X
A.11 - Job Analysis of Entry-Level Officers		X	
<u>Maximize Training Delivery</u>			
B.1 - Re-engineer Training Needs Assessment Process			X
B.2 - Systematic Career Path Approach			X
B.3 - Alternative Approaches to Training Delivery			X
B.4 - Alternatives for Satisfying Training Requirements			X
B.5 - Multiple Training Sites *	X		
B.6 - Fast-Track Course Development Model			X
B.7 - Support Regional Skills Centers		X	
B.8 - Research Training Technologies *		X	
B.9 - Upgrade Multimedia Technologies *	X		
B.10 - Self-directed, Competency-Based Training			X
B.11 - Establish Appropriate Advisory Councils	X		
B.12 - Simplify Course Certification Process		X	
B.13 - Instructor Selection and Development		X	
B.14 - Study Expansion of Distance Learning Program			X
B.15 - Study Requiring Agency-Specific Training Plans			X
<u>Establish Partnerships</u>			
C.1 - Analyze Our Partners			X
C.2 - Build Legislative Coalitions *		X	
C.3 - Broaden Interaction Opportunities With Partners *			X
C.4 - Establish Cooperative Efforts *		X	
C.5 - Establish Technology Partnerships *		X	
C.6 - Increase Participation With Image Coalition		X	
<u>Ensure Adequate Resources</u>			
D.1 - Support Partners for Resources *		X	
D.2 - Set Priorities With Law Enforcement*		X	
D.3 - Work Jointly To Ensure New Tm. Mandates Funded *	X		
D.4 - Link Fiscal Planning with Strategic Plan *		X	
D.5 - Develop Cost Recovery Strategies *		X	
D.6 - Develop Alternative Reimbursements		X	
<u>Establish a Clearinghouse Information Service</u>			
E.1 - Maximize POST Library Access		X	
E.2 - Expand Referrals for Research, Networking *		X	
E.3 - 24-Hour Access to POST Data Bases		X	
E.4 - Identify Model Programs and Procedures *		X	
E.5 - Early Warning White Papers *		X	

<u>Objectives</u>	<u>Completed</u>	<u>In Progress</u>	<u>Scheduled for Later Impl.</u>
E.6 - User Committee for Clearinghouse		X	
E.7 - Maximize Use of Clearinghouse *		X	
E.8 - Automate Clearinghouse		X	
<u>Ensure Quality Services to Our Clients</u>			
F.1 - Assess How Clients Perceive POST *			X
F.2 - Publicize POST Services *		X	
F.3 - Broaden Diversity of POST Advisors *		X	
F.4 - Conduct Periodic Internal Audits of POST *		X	
F.5 - Review New Projects Relative to Str. Plan *		X	
F.6 - Review POST Regulations		X	
F.7 - Upgrade Internal Info and Business Proc.		X	
F.8 - Assess Quality of Training and Services *		X	
<u>Value Our Employees</u>			
G.1 - Improve Staff Training			X
G.2 - Establish Periodic Performance Reviews	X		
G.3 - Staff Input on Strategic Plan *		X	
G.4 - Cross Training for Staff *		X	
G.5 - Improve Internal Communications		X	
G.6 - Develop Employee Skill and Knowledge Inventory		X	
G.7 - Establish Multi-Unit, Self-Directed Work Groups		X	
Totals	6(10%)	38(62%)	17(28%)

* Ongoing activities in support of the Strategic Plan Goals

Revised 3-22-98

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

COMMISSION AGENDA ITEM REPORT

Agenda Item Title Proposed Amendment to Commission Regulation 1021 for Reimbursement of Interactive Multimedia Training Delivery System		Meeting Date April 16, 1998
Bureau Training Program Services	Reviewed By Bud Lewallen	Researched By Dennis Aronson
Executive Director Approval <i>Kenneth J. O'Brien</i>	Date of Approval <i>3-31-98</i>	Date of Report February 26, 1998
Purpose <input checked="" type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report		Financial Impact: <input type="checkbox"/> Yes (See Analysis for details) <input type="checkbox"/> No

In the space provided below, briefly describe the ISSUE, BACKGROUND, ANALYSIS, and RECOMMENDATION. Use additional sheets if required.

ISSUE

Should the Commission amend Commission Regulation 1021, Reimbursement for Purchase of Interactive Multimedia Training Delivery Systems, to reflect the change from interactive videodisc to multimedia, remove the provision for upgrading an existing computer system, and add the provision that agencies request approval prior to purchasing multiple multimedia systems?

BACKGROUND

At this meeting, the Commission will consider authorizing up to \$2.25 million to be spent for reimbursing agencies for purchasing new multimedia training delivery systems. It is estimated that as many as 500 agencies will purchase a total of 750 computers in order to benefit from using these systems for training their officers. The systems will use CD-ROM rather than videodisc and will include a modem to enable POST to experiment with delivering some training via the Internet.

ANALYSIS

Commission Regulation 1021 was developed for the purchase of interactive videodisc systems, which will no longer be purchased. The following amendments are being proposed as shown in Attachment A:

Change *interactive videodisc (IVD)* system to *multimedia* system

The specifications for the systems include a CD-ROM drive rather than a videodisc player and graphics overlay board. Therefore, the term *multimedia* more accurately describes the system.

Remove provision for upgrading an existing computer system

This provision had been in the original wording of the regulation in order for agencies to upgrade an existing system by adding a graphics overlay board and purchasing a videodisc player and speakers. Given that the specifications for the new multimedia system does not include a videodisc player or graphics overlay board, upgrading an existing computer is not practical.

Subparagraph (c)(2)(A) regarding reimbursement for multiple multimedia systems

Addition of requirement for prior written approval


POST wants to ensure that agencies are eligible to be reimbursed for multiple multimedia systems prior to agencies' making their purchases.

RECOMMENDATION

It is recommended that, subject to the results of a Notice of a Regulatory Action, the Commission approve the amendment of Commission Regulation 1021 to authorize reimbursement of interactive multimedia training delivery systems as specified by POST.

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

COMMISSION AGENDA ITEM REPORT

Agenda Item Title Guidelines for Managing Civil Disorders		Meeting Date April 16, 1998
Bureau Basic Training Bureau	Reviewed By Ken Whitman	Researched By Mario Rodriguez
Executive Director Approval 	Date of Approval 3-26-98	Date of Report March 26, 1998
Purpose <input type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report		Financial Impact: <input type="checkbox"/> Yes (See Analysis for details) <input type="checkbox"/> No

In the space provided below, briefly describe the **ISSUE, BACKGROUND, ANALYSIS, and RECOMMENDATION**. Use additional sheets if required.

ISSUE

Should POST develop guidelines for the voluntary use, by law enforcement agencies, on managing civil disorders including the use of OC pepper spray?

BACKGROUND

Senate Bill 1844 by Senator Mike Thompson has been introduced to require POST to develop such guidelines and training for law enforcement. The legislation is a result of a recent civil disorder event occurring in California in which OC pepper spray was used by law enforcement to arrest "passive" resisting law violators.

This event also resulted in POST conducting, on February 2-3, the *Symposium on Updating Law Enforcement's Response for Managing Civil Disorders*. Over 70 law enforcement executives and experts received information about current trends and developed generalized approaches/philosophies/strategies. Most attendees support the use of OC pepper spray as a legitimate alternative for law enforcement in civil disorder circumstances calling for an arrest of resisting demonstrators in which the use of pain compliance techniques is necessary. Additional research and development is needed before this alternative can be included in POST training. POST has postponed a previously scheduled telecourse on *Civil Disorders*, pending further research and development on the OC issue.

ANALYSIS

POST has developed numerous guidelines for law enforcement's use on a variety of operational issues. Guidelines are developed, in concert, with representatives of law enforcement and are intended to offer useful guidance without intruding on individual agency policies. Guidelines frequently have served as the building blocks for relevant training.

Developing guidelines will have the following benefits:

- o Assists with developing relevant training courses including telecourses
- o Assists agencies to manage current civil disorders which involve changing tactics on the part of civil disorders groups.
- o Responds to pending legislation requiring the guidelines.

The Long Range Planning Committee met on March 16, 1998 and recommended that POST pursue development of voluntary guidelines and updated training.

RECOMMENDATION

It is recommended that the Commission approve that POST develop guidelines for the voluntary use, by law enforcement agencies, on managing civil disorders including the use of OC pepper spray.

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

COMMISSION AGENDA ITEM REPORT

Agenda Item Title Change of Policy Requiring Approval of the Regular Basic Course Performance Objectives		Meeting Date April 16, 1998
Bureau Standards and Evaluation	Reviewed By Alan Deal <i>ch3d</i>	Researched By Jim Norborg
Executive Director Approval <i>Seamus J. O'Brien</i>	Date of Approval <i>March 23, 1998</i>	Date of Report March 17, 1998
Purpose <input type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report		Financial Impact: <input type="checkbox"/> Yes (See Analysis for details) <input type="checkbox"/> No

In the space provided below, briefly describe the ISSUE, BACKGROUND, ANALYSIS, and RECOMMENDATION. Use additional sheets if required.

ISSUE

Should the Commission change its policy requiring approval of the Regular Basic Course performance objectives.

BACKGROUND

In October 1981, the Commission adopted the following policy on changes to the Regular Basic Course performance objectives:

"Performance objectives for the Basic Course requiring major changes (additions or deletions) shall be approved by the Commission in advance of their adoption.

Minor changes in the Basic Course Performance Objectives may be made administratively and will take effect immediately. They must be reported to the Commission annually at its July meeting."

In 1989, Regular Basic Course performance objectives were incorporated into administrative law by reference, and as a result, all changes to the performance objectives required Commission approval before taking effect. In October 1992, the Commission amended its regulations, removing the performance objectives from administrative law and replacing them with *Training Specifications for the Regular Basic Course*. The training specifications set forth, in law, the training and testing requirements for the Regular Basic Course. As a result, all changes to the specifications must be approved by the Commission before they take effect.

The training specifications are divided into 41 learning domains. For each domain, the training specifications identify instruction goals, topics, learning activities, and tests. When changes are made to the specifications, corresponding changes also are made to the performance objectives which now serve principally as guides to test development. The changes to both the training specifications and the performance objectives are brought to the Commission for its approval before they are adopted. However, because substantive changes to the performance objectives also are reflected in the training specifications, the approval process increases the time and effort needed to make changes to the Regular Basic Course.

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

COMMISSION AGENDA ITEM REPORT

Agenda Item Title Voluntary Instructor Certification Program for the Basic Course		Meeting Date April 16, 1998
Bureau Training Program Services	Reviewed By Hal Snow	Researched By Bud Lewallen
Executive Director Approval <i>Kenneth J. O'Brien</i>	Date of Approval 3-24-98	Date of Report March 24, 1998
Purpose <input type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report		Financial Impact: <input type="checkbox"/> Yes (See Analysis for details) <input type="checkbox"/> No

In the space provided below, briefly describe the **ISSUE, BACKGROUND, ANALYSIS, and RECOMMENDATION.** Use additional sheets if required.

ISSUE

Should POST establish a pilot voluntary instructor certification program for the Basic Course?

BACKGROUND

POST's Strategic Plan Objective B.13 calls for the establishment of a system of selecting and developing instructors. POST already has in place several components of such a system including the Master Instructor Development Program, various generic instructor development courses, and the Governor's Award for Excellence in Peace Officer Training. The Master Instructor Development Program is directed at a few selected instructors (50/year) who complete this in-depth program to become trainers/mentors of other instructors and designers of training courses.

It is estimated that over 10,000 instructors are involved in teaching POST-certified courses on a part-time basis while working full time in law enforcement or elsewhere. Their formalized teacher training is generally limited because of necessity. There exists no formalized licensing of certification program for instructors in California and, therefore, no standards for competencies. Training presenters develop their own standards and, thus, great variation exists.

ANALYSIS

It is proposed that POST establish a pilot voluntary instructor certification program for the Basic Course. This would constitute the beginning of another component in POST's system of developing instructors. After a period of evaluation the certification could be expanded to other course presenters.

REMOVE
"LICENSING"

While details of the pilot program would need to be developed, the overall features would include the following:

- o Voluntary pilot program restricted to basic academies
- o Instructor selection and screening criteria to be developed
- o Establishment of an initial instructor training requirement with equivalencies to recognize other alternatives
- o Evaluation of instructor competency by the academies
- o POST-certified Instructor Certificates issued by academies
- o Certificate renewal requirements to be established
- o Video/multimedia packages developed to enhance initial and refresher instructor development
- o Recognition provided to academies who use only POST-certified instructors
- o Program to be evaluated following implementation

There are many details to be developed concerning this voluntary POST instructor Certification Program which would need to be developed in close coordination with the Basic Academy Directors. It is anticipated that the Commission would be presented with a proposal to implement the program after these details are developed.

The Basic Academy Directors enthusiastically support this proposed pilot program because they view this as an opportunity to add academic integrity and instructional quality. Academies would, of course, be free to establish higher standards.

This proposed pilot would require some staff development activities. Agenda Item K proposes a POST Management Fellow to fill an existing Law Enforcement Consultant vacancy who would be tasked with this development work.

The Commission's Long Range Planning Committee also reviewed this concept on March 16, 1998 and indicated its support.

RECOMMENDATION

It is recommended the Commission approve the development of a pilot voluntary instructor certification program for the Basic Course.

**COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING**1801 ALHAMBRA BOULEVARD
SACRAMENTO, CALIFORNIA 95816-7083

POST Advisory Committee Meeting
Wednesday, April 15, 1998
Doubletree Hotel
1830 Hilltop Drive
Redding, CA 06002
(530) 221-8700

AGENDA**10:00 A.M.**

- | | | |
|---|--|---------------|
| A. | Call to Order and Welcome | Chair |
| B. | Moment of Silence Honoring Peace Officers
Killed in The Line of Duty (See Attachment A) | Chair |
| <p>Since the last POST Advisory Committee meeting, the
following officers died while serving the public:</p> <ul style="list-style-type: none">o Officer Britt T. Irvine, California Highway Patrol, Santa Mariao Officer Ricky B. Stovall, California Highway Patrol, Santa Mariao Officer Paul D. Korber, Ventura Harbor Patrol | | |
| C. | Roll Call and Special Introductions | |
| D. | Announcements | Chair |
| E. | Approval of January 15, 1998 Meeting Minutes
(Attachment B) | Chair |
| F. | Progress Report on POST Strategic Plan Implementation
(Tab C on Commission Agenda) | Rick TerBorch |
| G. | Status Report on Academy Physical Fitness Testing Study | Staff |
| H. | Report from California Law Enforcement Image Coalition | Joe Flannagan |

- | | | |
|----|--|---------------|
| I. | Discussion of Filling CAUSE Position on POST Advisory Committee (Attachment C) | Members |
| J. | Publicity for 1997 Governor's Award Recipients (Attachment D) | Staff |
| K. | Review of Commission Meeting Agenda and Advisory Committee Comments | Staff/Members |
| L. | Advisory Committee Member Reports | Members |
| M. | Commission Liaison Committee Remarks | Commissioner |
| N. | Old and New Business | Members |
| O. | Next Meeting: | |

Wednesday, July 16, 1998

Picadilly Inn
Fresno, CA

Costa Mesa

- P. Adjournment

OFFICERS KILLED IN THE LINE OF DUTY 1998

ID #	NAME	AGENCY	F/A	DATE OF DEATH
1	Officer Steve G. Gajda	LAPD	F	01/01/98 (12/31/97)
2	Officer Scott M. Greenly	CHP - San Jose	A	01/07/98
3	Officer James J. Raposo	Visalia PD	F	01/09/98
4	Officer Britt T. Irvine	CHP - Santa Maria	A	02/24/98
5	Officer Rick B. Stovall	CHP - Santa Maria	A	02/24/98
6	Officer Paul Korber	Ventura Harbor Port District	A	03/15/98

Updated 03/21/98

Table Explanation - "F/A" Column: A = Accidental
 F = Felonious

Table Explanation - "Date Of Death" Column: Dates in parentheses represent the date of the incident.

**COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING**

1801 ALHAMBRA BOULEVARD
SACRAMENTO, CALIFORNIA 95816-7083

POST Advisory Committee Meeting
January 21, 1998
Sheraton Newport
Newport Beach, California

MINUTES**CALL TO ORDER**

The meeting was called to order at 10:00 a.m. by Chairman Woody Williams.

MOMENT OF SILENCE

The Advisory Committee held a moment of silence in honor of the following officers who have lost their lives while serving the public since the last Committee meeting.

- o Sergeant Steven D. Van Horn, Newport Beach Police Department
- o Officer Steven G. Gajda, Los Angeles Police Department
- o Officer James J. Rapozo, Visalia Police Department
- o Officer Scott M. Greenly, California Highway Patrol, San Jose

ROLL CALL OF ADVISORY COMMITTEE MEMBERS

Present: Robert Blankenship, California Peace Officers' Association
Don Brown, California Organization of Police and Sheriffs
Charles Byrd, California State Sheriffs' Association
Jay Clark, California Association of Police Training Officers
Norman Cleaver, California Academy Directors' Association
Joe Flannagan, Peace Officers' Research Association of California
Derald Hunt, California Association of Administration of Justice Educators
Leisha Lekawa, Women Peace Officers' Association
Earle Robitaille, Public Member
Leo Ruelas, California Community Colleges
Judith Valles, Public Member
Woody Williams, California Peace Officers' Association

Mince, here
Commission Advisory Liaison Committee Members Present:

David Anderson
Charles Brobeck

Collene Campbell
Thomas J. Knutson
Rick TerBorch

POST Staff Present:

Kenneth J. O'Brien, Executive Director
Hal Snow, Assistant Executive Director
Alan Deal, Bureau Chief, Standards and Evaluation
Bob Holmgren, Personnel Selection Consultant, Standards and Evaluation
Tom Hood, Executive/Legislative Liaison
Bud Lewellan, Bureau Chief, Training Program Services

Guests Present:

Steve Craig, President, PORAC
Imelda Johnson, Sergeant, San Francisco Sheriff's Department
Tom Redmond, San Francisco Sheriff's Department
Al Watters, San Francisco Deputy Sheriff's Association

APPROVAL OF MINUTES OF JANUARY 21, 1998 MEETING

MOTION - Hunt - second, Cleaver, carried unanimously to approve the minutes of the January 21, 1998 Advisory meeting at the Sheraton Hotel in Newport Beach.

PROGRESS REPORT ON POST STRATEGIC PLAN IMPLEMENTATION

Commissioner TerBorch, Chairman of the Committee on Strategic Implementation Plan reported the Committee met on December 5, 1997 in San Diego to review implementation progress for objectives contained in the plan. The Committee approved the following recommendations:

- o Establishment of additional standing advisory councils that are associated with major POST programs or activities. Membership on the councils will include broad-based representation throughout the state.
- o Proposed strategies for cost recovery. A staff report concerning progress on the strategies will be presented to the CSPI at its next meeting.
- o A tentative workplan for the annual update of the Strategic Plan which must be submitted to the Governor's Office in July. A stakeholders' meeting will be held in early spring to review the revised plan before being presented to Commission for approval.

REPORT ON ACADEMY PHYSICAL FITNESS TESTING STUDY

Staff presented an update on the pilot study conducted to determine the impact of the use of full academy uniforms during physical fitness testing. The data from the study is being analyzed and the final report will be presented at the April Committee meeting.

REPORT FROM SUBCOMMITTEE ON IMPROVING LAW ENFORCEMENT'S IMAGE WITH PUBLIC

Joe Flannagan, Chairman of the Ad Hoc Committee for Enhancing the Image of Law Enforcement, distributed copies of the proposed survey that will be included with the video being sent to all law enforcement chief executives in the state.

MOTION - Flannagan, second - Valles, carried unanimously to approve the survey for distribution.

Tom Hood was introduced as the Public Information Officer at POST. He will be responsible for developing strategies for making the public aware of POST and the services it provides as well as developing stronger relations with newspaper, radio, and television reporters. In addition, Tom will serve as the Executive/Legislative Liaison for POST.

GOVERNOR'S AWARD FOR EXCELLENCE IN PEACE OFFICER TRAINING

Norm Cleaver, Chairman of the Awards Screening Committee, reported the Committee met on January 20, 1998 in Newport Beach and recommended the following nominees be submitted to the Commission for approval.

For the Organizational Achievement award category, the San Bernardino County Sheriff's Frank Bland Regional Law Enforcement Training Center, San Bernardino Valley College, and Rialto High School is the recommended recipient. Nominated by Gary S. Penrod, Sheriff of San Bernardino County Sheriff's Department, this unique Public Safety Internship Academy was formed in 1994. The program was designed to recruit junior and senior high school students for potential careers in public safety with a main emphasis in law enforcement. Graduates of this program would be directed toward college and recruited for part-time paid intern positions while attending college. Once they reach the age of 21, they would be eligible for positions in law enforcement as deputy sheriffs or police officers.

In May of 1996, the Training Center graduated the first full two-year class. The majority of the graduates have gone on to local colleges and many have obtained internships in the public safety field. The success of the program has been overwhelming. The Training Center has copyrighted the program and it is actively soliciting other agencies and

training centers throughout California to make this a statewide program. It is expected that the Public Safety Internship Academy will serve as an important vehicle in preparing and improving the quality of law enforcement applicants in the future.

For the Individual Achievement award category, Sergeant Richard "Toby" Tyler, San Bernardino County Sheriff's Department, is the recommended recipient. Sergeant Tyler was selected for his dedication and commitment to the investigation of child sexual and physical abuse cases.

In 1979, Sergeant Tyler was assigned as an investigator to the Sheriff's Juvenile Division and received training in the areas of child physical and sexual abuse. His knowledge and skills were then shared with others in the field. He continued in his quest for knowledge on the subject and is now considered a world-renowned expert in this area. Sergeant Tyler has taught literally thousands throughout the world and has provided law enforcement training in child abuse investigations in 37 states. He has served as a consultant to a variety of national and international child protection organizations. In addition, he has been utilized as a consultant to each of the major television networks for a variety of movie and television shows.

Sergeant Tyler has not only made an global impact as an investigator and instructor, but has also contributed greatly to legislative changes that relate to child abuse issues.

For the Lifetime Achievement award category, Officer Joseph E. David with the California Highway Patrol, is the recommended recipient. Officer David is a member of the CHP Canine Narcotic Enforcement Team (CNET), a program designed to reduce the availability of illicit drugs through the development, support, and participation in counter drug programs.

Officer David has been a drug interdiction officer since 1987. His great interest and the skills he has developed in drug interdiction led him to implement a training course for other officers in 1990. The training course he developed, *Desert Snow*, has been used as a training course for numerous police agencies, not only in California, but in several other states and a few foreign countries. Federal drug enforcement agencies also have taken advantage of this training. Officer David has expanded his training course to include commercial vehicles.

Officer David is truly a professional in highway drug interdiction. Since 1987, he has seized over \$709,000 in cash, 2,200 pounds of cocaine, 1,750 pounds of marijuana, and 53 pounds of methamphetamine. In addition, he has received recognition from agencies and organizations throughout the country and Canada and has received numerous awards and recognition for his drug interdiction efforts and the training he has provided.

The Committee also recommended that awards be presented at the Law Enforcement Legislative Day luncheon on May 6, 1998 in Sacramento.

MOTION - Cleaver, second - Robitaille, carried unanimously to accept the Committee's recommendations and submit the nominations for the 1997 Governor's Award for Excellence in Peace Officer Training to the Commission for approval.

In response to direction by the Long Range Planning Committee, the Advisory Committee reviewed the possibility of creating an additional award to recognize special, long range vision and work of local agency personnel. After discussion the concept, there was consensus that the award categories for the Governor's Award for Excellence in Peace Officer Training currently includes this criteria. The Advisory Committee recommended against creating a new award category at this time.

REVIEW OF COMMISSION MEETING AGENDA AND ADVISORY COMMITTEE COMMENTS

Staff reviewed the January 22, 1998 Commission agenda and responded to questions and discussion of the issues.

Agenda Item V - Advisory Committee Vacancy

The Committee discussed the vacancy on the Advisory Committee created by the resignation of Alan Barcelona. Mr. Barcelona served on the Committee as a representative of California specialized law enforcement. There was consensus to request that the Commission assign the Committee the task of reviewing the list of eligible specialized agencies and to make a recommendation for filling the vacancy.

MOTION - Cleaver, second - Brown, carried unanimously to request that the Commission assign this task to the Advisory Committee.

ANNOUNCEMENTS

The next Committee meeting will be held in Redding on April 15. Chief Blankenship invited Committee members to join with the Commissioners for dinner on that evening.

The Executive Director announced that the video *Victims of Violence: A Guide to Help Bring Justice* recently received a first place CINDY award for the Southwestern Regional of the United States. The video has also been entered into the national competition. The video will be distributed to all law enforcement agencies in California for distribution to victims of violent crimes. The Executive Director expressed appreciation to Commission Chairman Campbell, who was instrumental in the vision and development of the video.

ADVISORY COMMITTEE MEMBER REPORTS

California Police Chiefs' Association

Bob Blankenship reported that Cal Chiefs is looking into the possibility of getting grant funds for the purpose of becoming Internet active.

California Organization of Police and Sheriffs

Don Brown reported that the 3rd Annual Awards Ceremony and Ball was held November 14 in Baldwin Park with a large audience attending. Those officers who were honored for acts of heroism included Officer William Seymour, Paso Robles Police Department; Officers Jennifer Dudoroff and Richard Aceret, San Francisco Police Department; Sergeant Abel Dominez, Long Beach Police Department; and Officers Jude Bella and Kevin Foster, Los Angeles Police Department. It was a deserving tribute to the officers honored as well as those who attended..

Plans are also underway for the annual golf conference in June 6 in Palm Desert. The proceeds will go to the COPS Foundation. The annual convention will be held in Palm Springs July 19-22.

Don reported that the Burbank Police Department recently completed its move into a new state-of-the-art police/fire facility. All interested persons are invited to contact Don for a tour of the building.

California Association of Police Training Officers

Jay Clark reported that he will retire from the El Cerrito Police Department in February, and plans to work for the Contra Costa District Attorney's Office after that time.

California Community Colleges

Leo Ruelas reported that their budget has been approved with public safety receiving \$200,000 for professional and curriculum development. There is also \$50,000 in federal grant federal funds available for youth development.

Womens Peace Officers' Association

Leisha Lekawa reported that the WPOA Executive Board met in January and changed the by-laws to coincide with CPOA's annual conference so that installation and awards ceremony will be held at the same time. The next meeting will be held in Downey on March 28. Captain Lisa Fleming, Piedmont Police Department, is working with WPOA

on the CPOA Womens' Issues Committee to develop a training seminar to address issues brought up by that committee.

California Association of Administration of Justice Educators

Derald Hunt reported that CAAJE will meet in San Jose on February 7 to finalize plans for the annual conference to be held April 30 - May 2 in South Lake Tahoe. The theme of the conference will be instructor training and development.

Peace Officers' Research Association of California

Joe Flannagan reported that the California Law Enforcement Image Coalition continues to work to eliminate media coverage, including commercials, which depict law enforcement unfavorably. He thanked the Committee for supporting the work of the Coalition.

There was a discussion concerning the use of the term "Advisory Committee." In order to avoid confusion, there was consensus to request that the Commission direct that the term not be used for ad hoc or special committees in the future.

California Academy Directors' Association

Norman Cleaver reported that CADA continues to work on the physical training regulations, testing issues, instructor development curriculum, and integration of field training officers into the basic academy. The next CADA meeting will be in March in Costa Mesa.

California Peace Officers' Association

Woody Williams invited members to attend the Legislative Day on May 6 in Sacramento. The Governor's Awards will be presented at the luncheon on that day. The annual conference has been scheduled for September.

ADJOURNMENT - 11:35

Vera Roff
Executive Secretary

Miscellaneous Agencies

ALAMEDA-CONTRA COSTA TRANSIT DISTRICT PD
 BURLINGTON NORTHERN SANTA FE RAILWAY CO
 FRESNO AIRPORT DPS
 HUMBOLDT CO DEPT OF WELFARE INVESTIGATIONS
 LAKE HEMET MUNICIPAL WATER DISTRICT
 LOS ANGELES INTERNATIONAL AIRPORT PD
 LOS ANGELES CITY HOUSING AUTHORITY PD
 LOS ANGELES CO DHS SAFETY PD - HSD
 LOS ANGELES CO DHS SAFETY PD - ISD
 LOS ANGELES CO METRO TRANSIT AUTHORITY PD
 LOS ANGELES CO PARKS PD
 LOS ANGELES PORT PD
 MONTEREY PENINSULA AIRPORT DIST. DPS
 OAKLAND PARK RANGERS
 OCEANSIDE SMALL CRAFT HARBOR DIST.
 ONTARIO INTERNATIONAL AIRPORT PD
 ORANGE CO DA - WELFARE FRAUD INVEST.
 RIVERSIDE CO DEPT OF SOCIAL SERVICES
 ROSEVILLE PARK RANGERS, CITY OF
 SACRAMENTO CO DA, FAMILY SUPPORT BUREAU
 SACRAMENTO CO DEPT OF HUMAN ASSISTANCE
 SAN BERNARDINO CO DA, CHILD SUPPORT DIVISION
 San Francisco International Airport PD
 SAN FRANCISCO MUNICIPAL RWY TRANSIT PD
 SAN FRANCISCO PUBLIC UTILITIES COMM INVESTIGATORS
 SANTA BARBARA CO DA-WELFARE FRAUD UNIT
 SONOMA CO HUMAN SERVICES DEPT
 Southern Pacific RR Police
 SUPREME COURT OF CALIFORNIA
 UNION PACIFIC RWY POLICE
 VENTURA CO PUBLIC SOCIAL SERVICES AGENCY

State Agencies

ALCOHOLIC BEVERAGE CONTROL, DEPT OF
 CONSUMER AFFAIRS-BOARD OF DENTAL EXAMINERS, DEPT OF
 CONSUMER AFFAIRS-DIVISION OF INVESTIGATION, DEPT OF
 CONSUMER AFFAIRS-MEDICAL BOARD OF CALIFORNIA, DEPT OF
 CONTROLLER, STATE
 CORPORATIONS, DEPT OF
 DEVELOPMENTAL SERVICES, DEPT OF
 DEVELOPMENTAL SERVICES POLICE, DEPT OF
 EMERGENCY SERVICES, OFFICE OF
 EMPLOYMENT DEVELOPMENT DEPARTMENT
 Fire Marshal, Office of the State
 FISH AND GAME, DEPT OF

FORESTRY AND FIRE PROTECTION, DEPT OF
HEALTH SERVICES, DEPT OF
HIGHWAY PATROL, CALIFORNIA
HORSE RACING BOARD, CALIFORNIA
INSURANCE, DEPT OF
JUSTICE-DIVISION OF LAW ENFORCEMENT, DEPT OF
JUSTICE-ATTY GEN'L MEDI-CAL FRAUD UNIT, DEPT OF
LOTTERY COMMISSION, CA STATE
MENTAL HEALTH, DEPT OF
MOTOR VEHICLES, DEPT OF
PARKS AND RECREATION, DEPT OF
SECRETARY OF STATE
SOCIAL SERVICES-COMMUNITY CARE LICENSING, DEPT OF
STATE FAIR POLICE, CALIF EXPOSITION AND
TOXIC SUBSTANCES CONTROL, DEPT OF

Coroners

Calaveras Co Coroner
Fresno Co Coroner
HUMBOLDT CO CORONER
Inyo Co Coroner
LOS ANGELES CO CORONER
MARIN CO CORONER
RIVERSIDE CO CORONER
SACRAMENTO CO CORONER
SAN BERNARDINO CO CORONER
San Diego Co Coroner
SAN FRANCISCO CO CORONER
SAN MATEO CO CORONER
Santa Clara Co Coroner
SOLANO CO CORONER
TEHAMA CO CORONER
Trinity Co Coroner
Ventura Co Coroner
Calaveras Co Coroner
Fresno Co Coroner
HUMBOLDT CO CORONER
Inyo Co Coroner
LOS ANGELES CO CORONER
MARIN CO CORONER
RIVERSIDE CO CORONER
SACRAMENTO CO CORONER
SAN BERNARDINO CO CORONER
San Diego Co Coroner
SAN FRANCISCO CO CORONER
SAN MATEO CO CORONER
Santa Clara Co Coroner
SOLANO CO CORONER
TEHAMA CO CORONER
Trinity Co Coroner
Ventura Co Coroner

LAW ENFORCEMENT ASSOCIATIONS

The POST Rosters are now available to all POST employees via the Local Area Network (LAN). These rosters are for POST employees use only. Copies of these rosters shall not be provided by POST employees in any format to any individuals or agencies. Requests for copies of the rosters should continue to be directed to Leah Cherry, Information Services Bureau.

ISP	Association of Information Systems Professionals 1015 North York Road Willow Grove, PA 19090	(215) 657-3220	CLEARs	California Law Enforcement Association of Records Supervisors P. O. Box 214 Inglewood, CA 90301	(310) 607-2267
ALEA	Airborne Law Enforcement Association P. O. Box 3683 Tulsa, OK 74101	(918) 599-0705	CNOA	California Narcotic Officers Association President 24509 Walnut Street Santa Clarita, CA 91321	(805) 287-0195
ASPA	American Society for Public Administration 1220 Street NW, Suite 700 Washington, DC 20005-2885	(202) 393-7878	COPS	California Organization of Police & Sheriff's President 301 E. Olive Avenue, Suite 224 Burbank, CA 91502-1216	(818) 841-2222
ASTD	American Society for Training and Development 1640 King Street Alexandria, VA 22313-2043	(703) 683-8100	CPCA	California Police Chiefs' Association President c/o CPOA 1455 Response Road, Suite 190 Sacramento, CA 95815	(916) 923-1825
CAAJE	California Association Administrators of Justice Educators Frank Patino, President 338 Bucknell Road Costa Mesa, CA 92626	(714) 545-4653	CPOA	California Peace Officers' Association Attn: Vicki Kirk, Assistant Executive Director 1455 Response Road, Suite 190 Sacramento, CA 95815	(916) 923-1825
CADA	California Academy Directors Association 609 Tomales Road Petaluma, CA 94952-9612	(707) 776-0721	CPPCA	California Probation, Parole and Correction Association 211 Lathrop Way, Suite M Sacramento, CA 95815	(916) 927-4888
CALEBI	California Association of Law Enforcement Background Investigators Denise Cates, President 39680 Mission Blvd. Fremont, CA 94539	(510) 713-9713	CRPOA	California Reserve Police Officers' Association President P. O. Box 5622 2809 Via Carmen, 95124 (UPS delivery only) San Jose, CA 95150-5622	(805) 944-6887 or (408) 371-8239 (408) 371-1270 FAX
CAPTO	California Association of Police Training Officers Ron Watson 995 N. Reed Redley, CA 93654	(209) 638-0330	CSJOA	California State Juvenile Officers Association President Orange County Juvenile Hall 331 The City Drive Orange, CA 92668	(714) 935-6620
CBIA	California Background Investigators Association Secretary P. O. Box 1981 Santa Ana, CA 92701		CSSA	California State Sheriff's Association President P. O. Box 160168 Sacramento, CA 95816-0168	(916) 448-4242
CCPOA	California Correctional Peace Officer's Association 755 Riverpoint Drive West Sacramento, CA 95605-1634	(916) 372-6060	FBI-NAA	FBI - National Academy Associates Secretary - Treasurer, California Chapter P.O. Box 733 So. Lake Tahoe, CA 95705	(916) 544-7728

LAW ENFORCEMENT ASSOCIATIONS (cont'd)

IACP	International Association of Chiefs of Police 515 N. Washington Street Alexandria, VA 22314-2357	(800) 843-4227	WPOA	Women's Peace Officers' Association of California Executive Director 39525 Los Almos Road, #A Murrietta, CA 92562	(909) 698-6216
IADLEST	International Association of Directors of Law Enforcement Standards and Training (See State Directors' Roster for State listings)				
IALEP	International Association of Law Enforcement Planners President Davis Police Department 708 Third Street Davis, CA 95616				
IPMA	International Personnel Management Association - U.S. 1850 "K" Street, N.W. Suite 870 Washington, DC 20006				
NAFTO	National Association of Field Training Officers Executive Director P. O. Box 815 Niwoot, CO 80544-0815	(303) 652-3678			
NAPO	National Association of Police Organization's 750 - First Street, NE, Suite 935 Washington, DC 20002	(202) 842-4420			
NSA	National Sheriff's Association Executive Director 1450 Duke Street Alexandria, VA 22314	(703) 836-7827			
NCPOA	Northern California Peace Officer Association 2308 Ralston Road Sacramento, CA 95821				
PORAC	Peace Officers' Research Association of California General Manager 1911 "F" Street Sacramento, CA 95814	(916) 441-0660			
SEBA	San Bernardino Co. Sheriff's Employee Benefit Association Field Representative 555 North E Street San Bernardino, CA 92401	(909) 885-6074			
SLA	Special Libraries Association 1700 18th Street, N.W. Washington, DC 20009	(202) 234-4700			



ASSOCIATION
FOR
LOS ANGELES DEPUTY SHERIFFS, INC.

828 WEST WASHINGTON BLVD.
LOS ANGELES, CALIFORNIA 90015-3310
[213] 749-1020
FAX [213] 747-2705

BOARD OF DIRECTORS

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March 3, 1998

Collene Campbell
Chairperson
Commission on Peace Officer Standards and Training
1601 Alhambra Blvd.
Sacramento, California 95816-7083

RE: VACANCY ON THE P.O.S.T. ADVISORY COMMITTEE

Dear Mrs. Campbell:

Congratulations on your election as Chairperson at P.O.S.T. Your deep commitment to the safety of the line officers was evident as you opened your first Commission meeting and led us in a moment of silence for those officers that have given their lives since the previous meeting. ALADS shares your commitment to do everything we can to have such a moment of silence no longer be needed because officers are no longer being slain. ALADS has great confidence that we can work together toward that goal.

ALADS is aware of the recent vacancy on the Advisory Committee as the result of the resignation of Officer Alan Barcelona. With that line-level vacancy in mind, I am requesting consideration of Deputy Mario Estrada for appointment to that vacancy.

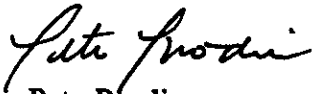
As you can see from the attached resume, Deputy Estrada is a committed, experienced line officer who has, for many years, proven he can work well with others. Those traits, combined with his commitment to the goals of P.O.S.T., qualify him as an excellent candidate for appointment to the Advisory Committee.

Commissioner David Anderson has informed ALADS that the P.O.S.T. Commission will also be accepting input from the Advisory Committee concerning this appointment. Therefor, I will forward Deputy Estrada's resume to Woody Williams, Chairman of the Advisory Committee.

Collene Campbell
March 3, 1998
Page two

Again, congratulations! If ALADS can be of assistance to you in this, or any other matter, please don't hesitate to contact me.

Sincerely,

A handwritten signature in cursive script, appearing to read "Pete Brodie".

Pete Brodie
President

PB:ka

cc: Woody Williams

MARIO ESTRADA
900 Driftwood Street
Upland, California 91784
(909) 920-3256

WORK EXPERIENCE:

9-23-87 to Present	Field Operations Region III - Walnut Station Detective Bureau - Robbery & Assault Team Investigator. Burglary/Forgery Fraud - Promotion to Deputy IV.
04-27-81 to 09-23-86	Field Operations Region I - San Dimas Station Field Patrol Deputy; Station Jailer; Complaint Deputy; Dispatcher; Traffic Unit' Watch Deputy; Field Training Officer; Burglary Suppression Team; Detective Bureau - Burglary/Robbery Team - Promotion to Deputy III.
03-12-79 to 04-27-81	Court Services Administrative Bureau Keeper Deputy for the entire Los Angeles County. Served T.R.O., Garnish Wages and Back Taxes owed to the State.
07-03-78 to 03-11-79	Court Services - County Court House Bailiff; Court Jail House Security for high profile risk inmates. Lock-up Custody Security Specialist.
05-14-77 to 07-02-78	Custody Division - Los Angeles County U.S.C. Medical Center Hospital Security Specialist; Prowler; Transportation.
12-24-76 to 05-13-77	Custody Division - Men's Central Jail Module Officer; Prowler; Hospital Floor Prowler; Inmate Movement; Kitchen Officer; Main Control; Inmate Visiting Room. Promotion to Deputy II.
01-16-76 to 12-23-76	Administrative Division - Training Academy Graduated Academy Class #176.

07-23-75 to 09-12-75

Custody Division - Hall of Justice

Hired "Off The Street."

SPECIALIZED TRAINING:

August 1976	P.O.S.T. Disaster & Riot Control for Jail Facilities
October 1977	Fire Department Training for Jail Facilities
March 1981	E.O.B. Emergency Operations Equipment for Jail/Station Facilities
August 1981	Dispatcher Training
January 1982	Street Survival School
August 1982	Traffic School
October 1982	Alcohol Beverage Control Training
November 1982	Intoxilyzer Training
December 1982	Gaze Nystagmus Training
January 1983	Officer Survival Course
January 1983	PCP Training Workshop
February 1983	Custody Facilities Training Course
May 1985	Criminal Investigation Course
July 1985	Identi-Kit School
August 1985	Latent Prints Course
February 1986	11550 H & S Introductory School
April 1986	Gang Identity School
June 1986	Profile & Analysis for Crime Investigation

September 1986	Update on Officer Survival/Jail Security
October 1986	Homicide Investigation Course
March 1987	Robbery Seminar
February 1988	Interview & Interrogation School
May 1988	Hands-On Computer
June 1988	C.S.T.I. Aircraft Disaster Procedure
July 1988	Robbery Seminar
March 1989	Robbery Seminar
April 1991	Crime Prevention/Jail Security School
August 1991	Advanced Interview/Interrogation School
January 1992	High Risk Field Investigation School
August 1993	Criminal Law/Advanced Profile & Analysis for Crime Investigation
December 1993	Gang School/Advance Criminal Law
March 1994	Asian Gang Investigations
July 1994	Advanced/Update Asian Gang Investigator School
August 1994	Robbery Invasion/Field Investigation
August 1997	Update Course of Robbery Home Invasions

SPECIAL RECOGNITION:

January 1983	Commendable Restraint in a Deadly Situation
July 1984	Commendation from Sheriff Sherman Block for a Life Saving Situation

April 1987	Letter of Commendation from Acting Captain G. Gleener for Jail Security
August 1987	Letter of Commendation from Southern California Edison
October 1988	Commendation from Lt. Soderberg for the Identification and Charging of the High Profile "Panty Bandit."
October 1988	Letter of Commendation from Diamond Bar High School
May 1989	Written Commendation for Training Presentation
October 1993	Sheriff's Service Citation Award
April 1994	Letter of Commendation from the City of Walnut for the Capture of Four Asian Residential Robbery Suspects through Field Investigation
June 1994	Letter of Commendation from Captain Waldie for Removal of a Violent Mentally Disturbed Person from an Emergency Hospital through Verbal Negotiations
July 1995	Letter of Commendation from Acting Captain Langgle for Involvement in the Summer Youth Program at Pioneer Park
September 1997	Letter of Commendation from the City of Diamond Bar for Capturing Four Armed Suspects after Committing a Computer Chip Robbery

SPECIAL APPOINTMENTS:

02/97 to Present	Appointed and elected to the Board of Directors of the Association for Los Angeles Deputy Sheriffs
04/81 to 02/97	Unit Representative for the Association for Los Angeles Deputy Sheriffs assigned to Walnut and San Dimas Station

- | | | |
|----|--|---------------|
| I. | Discussion of Filling CAUSE Position on POST Advisory Committee (Attachment C) | Members |
| J. | Publicity for 1997 Governor's Award Recipients (Attachment D) | Staff |
| K. | Review of Commission Meeting Agenda and Advisory Committee Comments | Staff/Members |
| L. | Advisory Committee Member Reports | Members |
| M. | Commission Liaison Committee Remarks | Commissioner |
| N. | Old and New Business | Members |

O. Next Meeting:

Wednesday, July 16, 1998
Picadilly Inn
Fresno, CA

- P. Adjournment

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

PUBLIC SAFETY INTERNSHIP ACADEMY RECEIVES **1997 GOVERNOR'S AWARD FOR EXCELLENCE** **IN PEACE OFFICER TRAINING**

FOR IMMEDIATE RELEASE

Contact: Tom Hood
Commission on POST
(916) 227-2085

SAN BERNARDINO/RIALTO - The Commission on Peace Officer Standards and Training (POST) announced, today, the selection of the Public Safety Internship Academy as the 1997 recipient of the Governor's Award for Excellence in Peace Officer Training in the Organizational Achievement Category.

The Public Safety Internship Academy is a partnership between the San Bernardino County Sheriff's Frank Bland Regional Law Enforcement Training Center, San Bernardino Valley College and Rialto High School. This partnership was formed in 1994 to expose and prepare high school students for potential careers in public safety with an emphasis on law enforcement. Graduates of this program, averaging between 18 and 19 years of age, are directed toward college and recruited for part time paid intern positions while attending college. Once these students reach the age of 21 they are eligible for positions in law enforcement as deputy sheriffs or police officers, and many have already completed their two or four year college degree. These candidates enhance the quality of the applicant pool. The Training Center currently has 105 students enrolled in the program. The students represent two separate classes, a junior and senior class from various high schools in the area. The student make up of the program which is open to all qualified students is approximately 85% minorities and 45% females..

Program curriculum not only exposes students to various aspects of a career in public safety but also develops student self esteem and avoidance of peer pressures. Graduates receive 23 college units over four semesters and 10 high school units. The program has received several local, regional and national awards. The partnership has actively promoted the program throughout California because of its dramatic results in producing qualified candidates for law enforcement.

The Commission has selected a winner in each of three categories (Individual Achievement, Organizational Achievement, and Lifetime Achievement) from 32 nominations received from throughout California. Other recipients for 1997 include: 1) CHP Officer Joseph E. David for the Lifetime Achievement Category and 2) Sergeant Richard "Toby" Tyler of the San Bernardino County Sheriff's Department in the Individual Achievement Category.

The awards are scheduled to be presented by Governor Pete Wilson at the annual Law Enforcement Legislative Day in Sacramento on May 6, 1998.

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

SHERIFF'S SERGEANT RICHARD "TOBY" TYLER **RECEIVES 1997 GOVERNOR'S AWARD FOR EXCELLENCE** **IN PEACE OFFICER TRAINING**

FOR IMMEDIATE RELEASE

Contact: Tom Hood
Commission on POST
(916) 227-2085

SAN BERNARDINO - The Commission on Peace Officer Standards and Training (POST) announced, today, the selection of Sergeant Richard "Toby" Tyler of the San Bernardino County Sheriff's Department as the 1997 recipient of the Governor's Award for Excellence in Peace Officer Training in the Individual Achievement Category.

Sergeant Tyler, a 27 year veteran of the department, supervises the Crimes Against Children Detail. He is recognized as one of the premier authorities in the investigation of child sexual and physical abuse. Because of his expertise, he is regularly called upon to review and develop state legislation on this subject. He is a founding member of the Board of Directors of both the American Professional Society of Abuse of Children (APSAC) and the California Professional Society of Abuse of Children (CAPAC). Sergeant Tyler has for many years has served on numerous POST committees to develop and update statewide curriculum standards for law enforcement. He is author of numerous articles and publications on this subject.

Sergeant Tyler was particularly cited for his excellence in teaching law enforcement on the subject of child sexual and physical abuse. Using innovative teaching techniques and a passion for staying current, he has trained thousands of recruit officers, in-service officers and investigators from throughout California and the United States. Since 1984, he has provided an 8-hour training session for the University of Southern California (USC) Delinquency Control Institute.

The Commission has selected a winner in each of three categories (Individual Achievement, Organizational Achievement, and Lifetime Achievement) from 32 nominations received from throughout California. Other recipients for 1997 include: 1) CHP Officer Joseph E. David for the Lifetime Achievement Category and 2) in the Organizational Achievement Category - San Bernardino County Sheriff's Frank Bland Regional Law Enforcement Training Center, San Bernardino Valley College and Rialto High School for their Public Safety Internship Academy Program.

The awards are scheduled to be presented by Governor Pete Wilson at the annual Law Enforcement Legislative Day in Sacramento on May 6, 1998.

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

CHP OFFICER JOSEPH E. DAVID RECEIVES THE 1997 GOVERNOR'S AWARD FOR EXCELLENCE IN PEACE OFFICER TRAINING

FOR IMMEDIATE RELEASE

**Contact: Tom Hood
Commission on POST
(916) 227-2085**

NEEDLES - The Commission on Peace Officer Standards and Training (POST) announced, today, the selection of Joseph E. David as the 1997 recipient of the Governor's Award for Excellence in Peace Officer Training in the Lifetime Achievement Category.

Mr. David is an Officer for the California Highway Patrol and is a member of the CHP's Canine Narcotic Enforcement Unit which provides interdiction of illicit drugs on California's highways and assistance to other law enforcement agencies. Officer David has been a drug interdiction officer since 1987. His training encompasses both passenger and commercial vehicle drug interdiction.

Officer David was selected for his development and presentation of drug interdiction training for over 12,000 law enforcement officers in and outside of California. In 1990, he developed an eight-hour course entitled "Desert Snow" which has been recognized nationally for its effectiveness and quality. In addition to line level officers and investigators, Officer David also trains instructors of the Drug Enforcement Agency, Royal Canadian Mounted Police and others.

The Commission has selected a winner in each of three categories (Individual Achievement, Organizational Achievement, and Lifetime Achievement) from 32 nominations received from throughout California. Other recipients for 1997 include: 1) Sergeant Richard "Toby" Tyler, San Bernardino County Sheriff's Department for Individual Achievement and 2) in the Organizational Achievement Category - San Bernardino County Sheriff's Frank Bland Regional Law Enforcement Training Center, San Bernardino Valley College and Rialto High School for their Public Safety Internship Academy Program.

The awards are scheduled to be presented by Governor Pete Wilson at the annual Law Enforcement Legislative Day in Sacramento on May 6, 1998.

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

COMMISSION AGENDA ITEM REPORT

Agenda Item Title Contract for POST Transition Pilot Program Test Administration Services		Meeting Date April 16, 1998
Bureau Standards and Evaluation Services	Reviewed By Alan Deal <i>Alan Deal</i>	Researched By Ken Krueger
Executive Director Approval <i>Kenneth L. O'Brien</i>	Date of Approval 3-30-98	Date of Report March 27, 1998
Purpose <input type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report		Financial Impact <input type="checkbox"/> Yes (See Analysis for details) <input type="checkbox"/> No

In the space provided below, briefly describe the ISSUE, BACKGROUND, ANALYSIS, and RECOMMENDATION. Use additional sheets if required.

ISSUE

Contract with Cooperative Personnel Services (CPS) for POST Transition Pilot Program Test Administration Services.

BACKGROUND

POST Procedure D-1-3(d) requires students participating in part 1 of the POST Transition Pilot Program format, pass a POST-developed first aid test and a POST-developed Comprehensive Test prior to advancing to part 2 of the Transition Pilot Program format instructional sequence. The examinations in this program are comprised of four separate tests, each with an optional retest (for those students who fail on their first attempt) for a total of eight tests. These tests include a 4-hour multiple-choice paper-and-pencil test, a 2-hour first aid test, and two 2-hour video-tape based report writing tests.

It is most cost effective for POST to contract this services (i.e., printing, administering and scoring these examinations).

ANALYSIS

POST has contracted with CPS for many similar testing services over the past decade (e.g., PC 832 written examination, Reading and Writing test, POST Proficiency Test, Dispatcher Test). CPS has done an acceptable job of providing these types of contract services in the past.


The proposed contract for fiscal year 1998/99 is for an amount not to exceed \$41,118.96. The proposed contract assumes that 400 students will take these tests and retests during fiscal year 98/99. The contract calls for the printing of all tests, the administration of the first aid test and the scoring of the report writing tests.

RECOMMENDATION

Authorize the Executive Director to sign a contract with CPS for POST Transition Pilot Program format testing services during fiscal year 1998/99 not to exceed \$41,118.96.

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

COMMISSION AGENDA ITEM REPORT

Agenda Item Title Request for Approval of Special Consultants Management Fellowship Program		Meeting Date April 16, 1998
Bureau Executive Office	Reviewed By 	Researched By Hal Snow
Executive Director Approval 	Date of Approval 3-24-98	Date of Report March 24, 1998
Purpose <input checked="" type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report		Financial Impact: <input type="checkbox"/> Yes (See Analysis for details) <input type="checkbox"/> No

In the space provided below, briefly describe the **ISSUE, BACKGROUND, ANALYSIS, and RECOMMENDATION**. Use additional sheets if required.

ISSUE

Should the Executive Director be authorized to fill three existing staff vacancies with Management Fellows at a total cost not to exceed \$390,000.

BACKGROUND

POST has been experiencing difficulty finding qualified applicants for its Law Enforcement Consultant (LEC) position and prospects for correcting the problem in the immediate future are not good. Currently, there are eight LEC positions vacant. It will be some time before all positions are filled through ongoing recruitment efforts. The Commission's Long Range Planning Committee has received a briefing on this problem and steps being taken to alleviate it. POST has been temporarily filling some of these positions with retired annuitants and is increasing, with Commission approval, employment of Special Consultants under the Management Fellowship Program.

In each case, the assignments of these vacant positions relate to implementation of POST's Strategic Plan.

ANALYSIS

The Training Program Services Bureau expects to have three LEC vacancies by July 1998. One of those LEC vacancies is associated with the Instructor Development Program. In addition to oversight of POST's Master Instructor Program, the position is responsible for developing several programs related to instructor selection and development under consideration for implementation of Strategic Plan objective B.13, which relates to establishing a system of selecting and developing instructors. It is proposed that a one-year Management Fellow be secured to temporarily fill this LEC vacancy. Costs will not exceed \$130,000 (including salary and fringe benefits).

Another Training Program Services Bureau LEC vacancy is associated with researching new legislative training mandates and updating existing mandates. It is expected the current legislative session will result in at least two new training mandates (computer crime and developmental disabilities) which will have to be researched and brought before the Commission. It is planned that this Special Consultant would also be assigned implementation responsibility for one of the Strategic Plan objectives that is currently unassigned. Costs for this approval will be the same (up to \$130,000.)

The Basic Training Bureau recently filled a vacant LEC position with a Management Fellow who is assigned implementation of POST's Field Training Program. Because the Management Fellow is scheduled to return to his agency in June, it is requested that authorization be given to employ another Management Fellow for one year to continue field training program implementation including field training program approvals, review of exemption requests, development of instructors in the Field Training Officer courses, and response to field inquiries about field training.

Filling these positions with Management Fellows will have the beneficial effect of bringing fresh ideas and current field perspective to POST's workforce while developing those who participate as Management Fellows. But most importantly, these Management Fellows will enable POST to continue its aggressive implementation of the Strategic Plan.

While the total cost for these positions would be up to \$390,000, actual costs are likely to be much less because salaries and benefits vary so widely in California. Also, most of this cost would ordinarily be borne by POST had it had the ability to fill existing LEC vacancies. It is proposed that all of these positions be filled beginning July 1, 1998 and continue for the 1998-99 fiscal year.

RECOMMENDATION

Authorize the Executive Director to fill three existing staff vacancies with Special Consultants pursuant to the Management Fellowship Program at a total cost not to exceed \$390,000.

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

COMMISSION AGENDA ITEM REPORT

Agenda Item Title Request for Authority to Contract for a Special Consultant (Management Fellow) to Develop the International Fellow Program Concept		Meeting Date April 16, 1998
Bureau Executive Office	Reviewed By 	Researched By <i>MDi</i> Michael DiMiceli
Executive Director Approval <i>Samuel J. O'Brien</i>	Date of Approval 330 98	Date of Report March 27, 1998
Purpose <input type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report		Financial Impact: <input type="checkbox"/> Yes (See Analysis for details) <input type="checkbox"/> No

In the space provided below, briefly describe the **ISSUE**, **BACKGROUND**, **ANALYSIS**, and **RECOMMENDATION**. Use additional sheets if required.

ISSUE

Should the Commission authorize a contract for services of a special consultant (Management Fellow) to further develop the concept of a POST International Fellow Program?

BACKGROUND

The Long Range Planning Committee and the Commission have previously received information that describes the results of preliminary research regarding the concept of a POST-sponsored International Fellow Program.

The concept arises from the need to improve the effectiveness of California law enforcement officers in inter-cultural settings. Existing international exchange and educational programs (Fulbright Scholarship, Sister Cities) have proven to be effective in broadening inter-cultural understanding and awareness.

Beginning in Fall 1997, staff collected information on existing programs and reported the progress to the Long Range Planning Committee. In February 1998, staff met with a small group of persons who have direct experience with international business and educational programs.

In broad terms, the program will send California law enforcement officers to countries that have a significant population residing in California. The officers will receive their regular salary and an additional subsidy (including travel) to support living in the countries for a period of three to six months. While on the fellowship, the officers will be required to perform specific assignments that will enable them to learn the culture of the countries and the relationship of the culture to law enforcement. Upon return to California, the officers will be required to provide training throughout the State that will enhance law enforcement practices and services to the identified populations.

Three goals have initially been identified for this program: 1) to obtain an understanding of the culture and the cultural perspective of law enforcement in the respective countries; 2) to obtain direct interaction in the countries with the community member and law enforcement professionals; and 3) to provide direct training to law enforcement personnel that will enhance service to the diverse cultural population of California.

The focus of the program is to aid California law enforcement in providing service to the diverse ethnic and cultural populations of the State. The program is not intended to provide direct assistance to law enforcement in other countries or to underwrite a comparative analysis of law enforcement practices.

ANALYSIS

A substantial amount of research is required to complete a study of the feasibility of this program and to define the costs, details, and requirements for the program. The program is comprised of three elements: 1) selection of the fellows and pre-travel preparation; 2) travel and residence in the host countries; and 3) training throughout California upon return, each of which must be thoroughly developed, described and evaluated for the final report.

A special consultant (management fellow) will, at a minimum:

1. Complete the definition of the program elements and requirements;
2. Assess field need and interest;
3. Define applicant requirements;
4. Define selection process;
5. Identify program cost and funding sources;
6. Identify potential host countries and contacts;
7. Define the requirements for program administration; and
8. Prepare reports.

The use of a special consultant to complete the program research is a necessary and effective approach to overcome existing staff vacancies and continue the work on this new project.

The Long Range Planning Committee, at the March 16, 1998, meeting received the staff report concerning the status of the program concept and the work remaining. The Committee recommended additional work to refine the program, including the identification of funding sources that will serve as an alternative to funding from the POTF. The Committee also recommended the use of a special consultant to finish the research necessary to prepare the detailed report on the program for the Commission.

CONCLUSION

The appointment of a special consultant ensures the research required to study the feasibility of the International Fellow Program will be completed in a timely manner. The special consultant must be able to:

1. Know and understand the mission and goals of POST, and the relationship of POST to local agencies;
2. Work independently;
3. Work effectively with representatives of law enforcement, educational and private sector organizations;
4. Prepare effective and articulate written reports and oral presentations;
5. Facilitate small group work; and
6. Demonstrate experience in planning and performing original research, and conducting analyses of data.

The special consultant should be selected from officers at the rank of sergeant, or above, currently employed by a local law enforcement agency. The selection will be based upon identified knowledge, skills, abilities and demonstrated competence in project planning and independent research. The salary and benefits the special consultant receives from the employing agency will be paid by POST. These costs are included in the specific amount of the contract. In addition, special arrangements for travel and per diem expenses are provided for the special consultant.

Approximately six months will be required to complete the research and present the appropriate reports to the Commission.

RECOMMENDATION

Authorize the Executive Director to contract with a local law enforcement agency for a special consultant (management fellow) to study the feasibility of the POST International Fellow Program for a period not to exceed six months and at a cost not to exceed \$75,000.

COMMISSION AGENDA ITEM REPORT

Agenda Item Title Contract Augmentation for Reformatting Basic Course Student Workbook Development Project		Meeting Date April 16, 1998
Bureau Basic Training Bureau	Reviewed By Ken Whitman	Researched By Jody Buna/Shirley Paulson
Executive Director Approval <i>Kenneth J. O'Brien</i>	Date of Approval 3-24-98	Date of Report March 12, 1998
Purpose: <input checked="" type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report		Financial Impact: <input checked="" type="checkbox"/> Yes (See Analysis for details) <input type="checkbox"/> No

In the space provided below, briefly describe the ISSUE, BACKGROUND, ANALYSIS, and RECOMMENDATION. Use additional sheets if required.

ISSUE

Should the Commission approve a contract augmentation of \$54,195 to the Basic Course Student Workbook Development Project to update the format and revise the contents of the original six Regular Basic Course learning domain workbooks?

BACKGROUND

At the July 1994 meeting the Commission directed that a Request for Proposal (RFP) be prepared to obtain cost estimates for developing workbooks for six Regular Basic Course learning domains to form a pilot project which would serve as a measure of the costs and benefits of student workbooks to basic training. The contract was successfully concluded by International Computers and Telecommunications (ICT) and the 12 workbooks and instructor guides for these six learning domains have been finalized and distributed. The pilot project met and exceeded expectations by standardizing lesson plans, reducing traditional lecture time, improving student performance and encouraging instructors to use interactive learning activities. The total cost was \$99,381.

At the January 1997 meeting, the Commission authorized the expenditure of \$594,167 over three years for a contract with JWK International Corporation (JWK) to develop workbooks and instructor guides for the remaining 35 Regular Basic Course learning domains. JWK is working on the remaining 35 domains, two of which have been completed. A total of 13 learning domain workbooks are in various stages of development and validation. It is expected JWK will conclude their work on the remaining workbooks by June 30, 2000.

ANALYSIS

JWK is using a different format than employed for the original six workbooks. They have developed the workbooks using the principles of Organized Content Technique which provides a format that clearly organizes and highlights key points as well as aiding in the future use of the workbooks as a reference tool.

The information is uniquely separated into smaller bits of information and sequenced for the reader's use. The format has proved highly successful. Evaluations from both students and instructors have been consistently positive and highly supportive of the design of the documents. Student comments from throughout the state have especially underscored the ease of understanding the presentation of the information.

As our clients have become educated on the use of the new student workbooks and instructor guides provided by JWK, they have become aware that the design of the current student workbooks provides advantages over the design of the original pilot workbooks. The higher level and more sophisticated principles of design and sequencing employed by JWK are evident as they contrast with the straight text format of the pilots. While the pilot workbooks are a substantial contribution as an inauguration of the Student Workbook Instructional System, they do not match the student workbooks which are currently being developed. It is highly desirable to provide a matching library of documents consistent with current design and format. Feedback to staff from private vendors indicates marketability of the documents would be enhanced if they are a matching set.

Attachment A represents a proposal by JWK to redesign and organize the "pilot" workbooks and instructional guides at a cost of \$54,195. If this proposal is approved, JWK would be expected to perform this reformatting concurrently with other development and would conclude this work by March 1, 1999. Staff believes that no competitive bid process is necessary because there is sufficient justification for sole source.

RECOMMENDATION

It is recommended that the Commission authorize the Executive Director to augment the existing contract with JWK International to convert the six pilot learning domain workbooks (12 separate workbooks) and the instructor guides to the current format developed under the existing contract at a cost of \$54,195.

**JWK INTERNATIONAL CORPORATION**

7617 Little River Turnpike, Suite 1000, Annandale, VA 22003 USA
Telephone: (703) 750-0500 FAX (703) 256-1986

ATTACHMENT A

January 19, 1998

Mr. Jody Buna, Basic Course Coordinator
State of California
Department of Justice
Commission on Peace Officer Standards and Training
1601 Alhambra Blvd.
Sacramento, CA 95816-7083

Re : Contract Number 96-011-75

Subject: Cost Proposal for Conversion of Prototype Workbooks

Dear Mr. Buna:

In response to your request, JWK International Corporation is pleased to provide this cost proposal for the conversion of six prototype workbooks to the format developed under the above-referenced contract. The pricing for these six Learning Domains (LDs) is consistent with our pricing for the original contract.

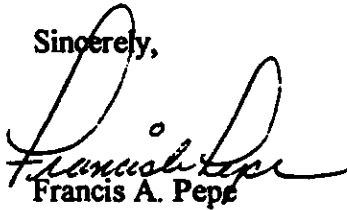
Learning Domain #1	\$7,781
Learning Domain #2	\$5,685
Learning Domain #5	\$6,109
Learning Domain #13	\$8,195
Learning Domain #32	\$7,585
Learning Domain #30	\$18,840
Introduction - \$2,146	
Interrogation - \$2,832	
Evidence Collection - \$2,832	
Courtroom Testimony - \$2,146	
Crimes Against Persons/Property - \$2,048	
Child Abuse Investigation - \$2,146	
Death Investigation - \$2,048	
Grand Total	\$54,195

The lump sum for each LD is inclusive of all costs. The scope of work we utilized to estimate these costs consists of the following items for each LD:

- Reviewing/confirming or revising objectives;
- Creating design blueprint;
- Reviewing/editing content;
- Reformatting to current style;
- Developing instructor guide materials;
- Developing self-assessment quiz;
- Developing learning activities; and
- Reviewing/editing copy for consistency, spelling, grammar, etc.

Should you wish to discuss this matter further, or if you require additional information, please do not hesitate to contact me at 703-750-0500. Thank you for allowing JWK to be of service in this matter.

Sincerely,



Francis A. Pepe
Senior Vice President
and Chief Financial Officer

cc: J. Gilmore - JWK/Annandale
J. Crystal - JWK/Annandale
Contract File - JWK/Annandale

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

COMMISSION AGENDA ITEM REPORT

Agenda Item Title Contract for Joint Venture Pilot Production of a Multimedia Program for Instructor Development		Meeting Date April 16, 1998
Bureau Training Program Services	Reviewed By Bud Lewallen	Researched By Dennis Aronson
Executive Director Approval <i>Kenneth H. J. O'Brien</i>	Date of Approval 4-1-98	Date of Report February 26, 1998
Purpose <input checked="" type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report		Financial Impact: <input checked="" type="checkbox"/> Yes (See Analysis for details) <input type="checkbox"/> No

In the space provided below, briefly describe the **ISSUE**, **BACKGROUND**, **ANALYSIS**, and **RECOMMENDATION**. Use additional sheets if required.

ISSUE

POST has been approached by representatives of the Santa Rosa Regional Training Center (RTC) and the Chancellor's Office of the California Community Colleges with a proposed joint venture to create multimedia training on selected competencies needed by instructors.

BACKGROUND

POST has for many years certified instructor development courses of varying lengths of 24, 40, 80 hours and longer (POST Master Instructor Development Program). It is estimated POST presenters employ over 10,000 part time instructors with a substantial annual turnover.

Repeatedly, POST training presenters have brought to our attention the difficulty part-time instructors have in getting away from their regular jobs to complete instructor development training courses. Most authorities recognize that 24 hours of formalized instruction is insufficient to ensure adequate competency. This is particularly so in light of current expectations that instructors need to be proficient not only with traditional instructor concepts, but also with use of modern instructional technology and adult experiential teaching techniques.

Staff has been considering using multimedia training to address selected competencies needed by journeyman instructors so as to minimize the need for lengthy course attendance. Instructors taking such a course, which would be delivered via CD-ROM, could master material working individually before attending specialized and advanced instructor development courses. The envisioned course could also be used to strengthen the skills of existing instructors.

The project will be for one year, starting July 1, 1998. The first phase of the project would be to work with subject matter specialists to determine which competencies should be addressed and to determine the overall design of the course. Subsequent phases would include development and evaluation.

ANALYSIS

The proposed joint venture with the Santa Rosa RTC and the Chancellor's Office for the pilot development of a multimedia program to train instructors is supported by the direction in the Strategic Plan to develop partnerships, to be entrepreneurial in terms of stewardship of resources, and to develop instructors. The Santa Rosa RTC has for several years taken the leadership in offering the 24-hour version of the instructor development course and has applied to the Chancellor's Office for a \$100,000 grant, which would be matched with \$100,000 from POST. Additional costs to POST include project oversight and some instructional design effort by Learning Technology Resource Center staff. The other cost for POST will be reimbursement of subject-matter specialists' expenses who will serve on the course design and development committee.

The multimedia course will comprise a single CD-ROM and possibly an ancillary workbook, will address a limited number of carefully selected competencies, and will be generic and applicable to any type of instructor in the POST program as well as any public safety instructor teaching in the community colleges.

POST would contract with Santa Rosa RTC to provide the \$100,000. Santa Rosa RTC and POST would manage a competitive bidding process to select the contractor and to oversee the contractor during all phases of the project.

It is proposed that this pilot joint venture be evaluated for its effectiveness and whether it should be continued for other instructor development areas in the future. It is also proposed that ownership of the multimedia program be shared by the three entities involved in the joint venture in order to maximize the program's use. Agreements for revenue sharing can be developed in the future for any possible sales outside of California.

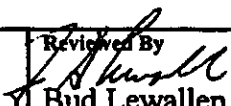
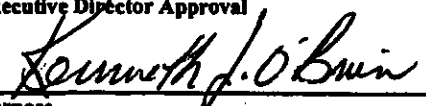
POST spends more than \$20 million annually on the training of peace officers and considerably more is expended by law enforcement agencies and community colleges. Relatively little is spent for instructor development. While this proposal is a modest beginning to improve instructor competencies, it is expected to have significant results.

RECOMMENDATION

It is recommended that POST enter into a joint venture with the Santa Rosa RTC and the Chancellor's Office of the California Community Colleges to create a pilot multimedia course for instructor development. The joint venture includes a contract for POST to provide Santa Rosa RTC \$100,000 contingent upon Santa Rosa RTC receiving a \$100,000 grant from the Chancellor's Office.

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

COMMISSION AGENDA ITEM REPORT

Agenda Item Title Request for Approval to Contract for Presentations of Domestic Violence First Responder Courses		Meeting Date April 16, 1998
Bureau Training Program Services	Reviewed By  Bud Lewallen	Researched By Jan Bullard
Executive Director Approval 	Date of Approval 3-24-98	Date of Report February 23, 1998
Purpose <input checked="" type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report		Financial Impact: <input type="checkbox"/> Yes (See Analysis for details) <input type="checkbox"/> No

In the space provided below, briefly describe the **ISSUE**, **BACKGROUND**, **ANALYSIS**, and **RECOMMENDATION**. Use additional sheets if required.

ISSUE

Request authority for the Executive Director to enter into an interagency agreement with San Diego Regional Training Center, for the presentation of forty (40) Domestic Violence for the First Responder Courses for fiscal year 1998-99 in an amount not to exceed \$122,000.

BACKGROUND

On August 1, 1997, the Commission on POST was a recipient of a Violence Against Women Act (VAWA) Law Enforcement Training Grant in the amount of \$2,929,112. The funds were dedicated to five designated projects, one of which is the creation and presentation of domestic violence training to first responders. During the fiscal year 1998-99 it is planned that forty (40) 6-hour workshops will be presented to line personnel and supervisors on the legal updates and newest information on handling domestic violence calls.

The courses will be offered throughout California, targeting many areas where training is not commonly presented, in order to meet the needs of smaller agencies in remote locations. This training will fulfill the continuing professional training mandated for domestic violence and complies with the terms and conditions of the VAWA Law Enforcement Training Grant. The cost of administering the workshops will not exceed the amount budgeted for this portion of the grant.

ANALYSIS

The San Diego Regional Training Center has expressed a willingness to accept an interagency agreement to provide the First Responder Course. San Diego Regional Training Center (SDRTC) is capable of managing a project of this size. They are equipped to handle reproduction of materials on a large scale, and they have the staff necessary to process the paperwork required for a smooth and successful operation. SDRTC is a governmental agency and as such no competitive bid process is required. If this contract is approved, it is anticipated that pilot presentations of the course would begin in June 1998.

RECOMMENDATION

Authorize the Executive Director to enter into a contract with San Diego Regional Training Center for the presentation of Domestic Violence First Responder courses in an amount not to exceed \$122,000.

COMMISSION AGENDA ITEM REPORT

Agenda Item Title Approval to Contract for Basic Course Student Workbook Distribution and Recovery		Meeting Date April 16, 1998
Bureau Basic Training Bureau	Reviewed By Ken Whitman	Researched By Shirley Paulson/Jody Buna
Executive Director Approval <i>Kenneth J. O'Brien</i>	Date of Approval 3-30-98	Date of Report March 30, 1998
Purpose: <input checked="" type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report		Financial Impact: <input checked="" type="checkbox"/> Yes (See Analysis for details) <input type="checkbox"/> No

In the space provided below, briefly describe the ISSUE, BACKGROUND, ANALYSIS, and RECOMMENDATION. Use additional sheets if required.

ISSUE

Should the Commission authorize the Executive Director to contract with the Office of State Publishing for printing and distribution of POST's Basic Course Student Workbooks at a cost not to exceed \$30,000, and KPBS San Diego State University for distribution and sale to all non-POST entities both inside and outside of the State?

BACKGROUND

The Commission in 1997 approved a three-year effort to contract for the production of over 40 student workbooks for the Basic Course. The contractor, JWK International, is on schedule and entering the second year of the contract with two workbooks completed and another 13 in various development or validation stages. The quality of the completed workbooks has exceeded initial expectations.

At its January 1998 meeting, the Commission approved the recommendation of the Committee on Strategic Plan Implementation to seek a source that would distribute the Basic Course Student Workbooks at the lowest possible cost. It was recommended that staff seek a source to distribute the workbooks to non-POST entities (primarily out-of-state users) that would enable POST to recover some of its development and ongoing maintenance costs.

ANALYSIS

Following considerable staff research into alternatives, it is recommended POST contract with the Office of State Publishing (OSP) for printing and distribution of the workbooks to POST's basic academy, transition and reserve presenters. OSP has the ability to print and distribute workbooks in any quantity within ten days of receiving an order. This "on-demand" ability will enable POST to electronically communicate with OSP as content changes are made in the workbooks and ensure that only the most current information is distributed. OSP is an agency of state government and as such is a nonprofit entity. It is expected that most, if not all, academies and course presenters will purchase workbooks from OSP as needed and subsequently make them available to students at cost or no cost. While additional negotiations are necessary in securing exact costs for varying degrees of workbook volume, it is estimated that each workbook will average \$3.80 including printing, postage and handling.

POST would be required to establish an administrative account with OSP to pay for the initial print setup and digitizing of the documents. POST would provide \$30,000 to establish an administrative account. The \$30,000 figure is OSP's estimate of how much they would need in the revolving fund to cover the initial setup costs. The account will be replenished by a small administrative charge (approximately 25 cents) which will be assessed to each student workbook sold. OSP believes that as sales increase they can generate revenues sufficient to set up and maintain the workbooks. The goal is to maintain an account of \$30,000 as security for OSP costs. All revenues generated above \$30,000 will be returned to POST or used to lower student workbooks costs.

Other alternatives for distributing the workbooks have been researched and rejected. The electronic distribution of workbooks and encouraging academies to print their own was rejected due to differences in computer hardware, software, and staff time. The quality of publications could not be guaranteed. The use of a private commercial vendor was also rejected because of the virtual impossibility of developing fair and accurate bidding specifications. Potential private contractors when confronted with the issues associated with this program indicated their unwillingness to become involved at this stage of development.

Contract provisions with OSP would include a feature to lower per unit costs as volume increases. It is proposed this initial contract be for three years but cancelable by either party upon proper notice. Even though not all workbooks have been developed, it is proposed the contract be consummated as early as possible to begin establishing the process of printing and distributing the workbooks to the academies.

To distribute workbooks to non-POST entities, it is proposed POST amend its contract with KPBS San Diego State University. This current contract authorizes KPBS to sell telecourse productions, including companion workbooks, to any non-POST entities, either inside or outside of the State. Under the terms of the existing contract KPBS has already developed and implemented a sales and delivery system for the videotapes. Revenues from these sales are shared with KPBS and POST receives 60% of the revenue from these video sales. Some Basic Course workbooks have companion videotapes for use by instructors. KPBS has the capability to advertise the workbooks, copy the accompanying videos and handle these additional sales.

KPBS would obtain the Basic Course workbooks from OSP and sell them along with the videos at existing commercial rates. POST would receive 60% of the revenues from such sales of the workbooks and videos. KPBS would also package the instructor manuals and videos which would be distributed to the academies and training presenters.

RECOMMENDATION

Authorize the Executive Director to contract with the Office of State Publishing for printing and distributing POST Basic Course Student Workbooks at a cost not to exceed \$30,000, and KPBS San Diego State University for distribution and sale to all non-POST entities both inside and outside of the State.



COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

1601 ALHAMBRA BOULEVARD
SACRAMENTO, CALIFORNIA 95816-7083

FINANCE COMMITTEE MEETING

April 15, 1998 - 2:00 P.M.

Doubletree Hotel
1830 Hilltop Drive
Redding, CA 96002
(530) 221-8700

AGENDA

COMMITTEE MEMBERS

Rick TerBorch (C)
Charles Brobeck
Michael Carre
Philip del Campo
Ted Hunt
Tom Knutson
Ron Lowenberg

A. CALL TO ORDER

B. FY 1998/99 Governor's Budget

There will be a report on the status of POST's proposed budget which is currently before the Legislature.

C. Financial Report - Third Quarter for FY 97/98

A report on the status of the training reimbursement budget will be provided at the meeting. The Committee will review the reimbursable training volume and expenditures to date. Projections for the balance of this fiscal year will also be provided.

D. Report on Multimedia Replacement Equipment Specifications

As directed by the Finance Committee at its January meeting, staff has prepared a report concerning hardware specification and unit costs for replacement of multimedia equipment. The full report is under this tab.

E. Request for Approval of Contract with the Museum of Tolerance. Tools for Tolerance Training for FY 98/99

In 1996, the California Legislature allocated \$2M to POST for the purpose of training 7,000 law enforcement officers at the Simon Wiensenthal Center, Museum of Tolerance.

In 1997, the Legislature allocated an additional \$2M to continue the program during the FY 97/98 and expanded criteria to allow attendance by all employees of law enforcement agencies with public contact positions, as authorized by the agency head.

Third year funding for this program is included in the Governor's proposed 98/99 FY budget. There is no apparent opposition to the budget item.

This is on the Committee's agenda for discussion and direction.

F. Review of Expenditure and Other Fiscal Proposals on the April 16, 1998 Commission Agenda

- o Request for Approval to Contract for POST Pilot Transition Course Test Administration (Tab I - Commission Agenda)
- o Request for Approval of Special Consultants (POST Management Fellowship Program (Tab J - Commission Agenda)
- o Request for Approval of Special Consultant (POST Management Fellowship Program) to Develop the International Fellowship Program Concept (Tab K - Commission Agenda)
- o Request for Contract Augmentation for Reformatting Basic Course Student Workbook (Tab L - Commission Agenda)
- o Request for Approval to Contract for Joint Venture Production of Instructor Development Multimedia (Tab M - Commission Agenda)
- o Request for Approval to Contract for Presentations of Domestic Violence First Responder Course (Tab N - Commission Agenda)
- o Request for Approval of Contract for Basic Course Student Workbooks Distribution and Cost Recovery (Tab O - Commission Agenda)

G. Review of Proposed Contracts for FY 98/99

The Committee met on January 21, 1998 and recommended that the Commission authorize the Executive Director to negotiate a number of contracts. The Commission accepted the Finance Committee recommendation. The contracts have been negotiated and are now before the Finance Committee for review at this meeting. Among the Committee's purposes is formulation of recommendations for the Commission on these

contracts for FY 1998/99. An overview of each contract is under Tab P of the Commission agenda.

H. ADJOURNMENT

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

COMMISSION AGENDA ITEM REPORT

Agenda Item Title Financial Report - Third Quarter 1997/98		Meeting Date April 16, 1998
Bureau Administrative Services Bureau	Reviewed By Frederick Williams <i>[Signature]</i>	Researched By Staff
Executive Director Approval <i>[Signature: Kenneth L. O'Brien]</i>	Date of Approval 4-13-98	Date of Report April 13, 1998
Purpose <input type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report		Financial Impact: <input type="checkbox"/> Yes (See Analysis for details) <input type="checkbox"/> No

In the space provided below, briefly describe the ISSUE, BACKGROUND, ANALYSIS, and RECOMMENDATION. Use additional sheets if required.

This report provides financial information relative to the local assistance budget through March 31, 1998. Revenue which has accrued to the Peace Officers' Training Fund is shown as are expenditures made from the 1997-98 budget to California cities, counties and districts.

COMPARISON OF REVENUE BY MONTH - This report, shown as Attachment 1, identifies monthly revenues which have been transferred to the Peace Officers' Training Fund. Through March 31, 1998, we received \$26,050,759. The total is \$891,7598 (3.5%) more than originally anticipated and is \$1,842,402 less than received for the same period last fiscal year. (Note: Revenue was higher last year due to a one time augmentation.)

NUMBER OF REIMBURSED TRAINEES BY CATEGORY - This report, identified as Attachment 2, compares the number of trainees reimbursed this fiscal year with the number reimbursed last year. The 35,930 trainees reimbursed through the third quarter represents an increase of 2,759 (8%) compared to the 33,171 trainees reimbursed during the similar period last fiscal year. (See Attachment 2)

REIMBURSEMENT BY COURSE CATEGORY - These reports compare the reimbursement paid by course category this year with the amount reimbursed last fiscal year. Reimbursements for courses through the third quarter of \$10,944,285 represent a \$546,187 (5%) increase compared to last fiscal year. (See Attachments 3A and 3B.)

SUMMARY - Revenue received for the first nine months of this fiscal year remains slightly more than anticipated. If this higher level continues, as now seems likely, the Commission could end the fiscal year with approximately \$1 million more than expected. The 6.24% transfer from the Drivers Training Penalty Assessment Fund to the POTF continues the \$2 million funding of the "Tools for Tolerance" training program conducted by the Simon Wiesenthal Center.

Reimbursement levels remain higher than last year at this time. This is due to trainee per diem increases and an overall higher volume of training. Reimbursements remain well within the Commission's budgeted spending authority.

COMPARISON OF REVENUE BY MONTH

FISCAL YEARS 1996-97 AND 1997-98

1996-97

1997-98

MONTH	PENALTY ASSESSMENT			TRANSFER			CUMULATIVE MONTHLY ESTIMATE		TRANSFER FROM DT			TOTAL		% OF EST		% OF EST	
	FUND	PAF ***	OTHER	FUND	PAF ***	OTHER	ESTIMATE	FUND	PAF ***	OTHER *	PAF ***	EST	FUND	EST	FUND	EST	FUND
JUL	\$2,949,499	\$418,485	\$17,371	\$3,385,355	\$3,385,355		\$2,771,000	2,890,828	133,190	22,798		\$3,046,816	109.95%	109.95%	\$3,046,816	109.95%	
AUG	2,383,405	492,252	-9,197	6,251,815	5,542,000		5,542,000	2,710,784	181,702	32,517 **		\$2,925,003	105.56%	105.56%	5,971,819	107.75%	
SEP	2,623,487	541,853	10,492	9,427,647	8,313,000		8,313,000	2,879,325	192,474	19,279		\$3,091,078	111.55%	111.55%	9,082,697	109.02%	
OCT	2,572,472	531,326	10,230	12,541,675	11,084,000		11,084,000	2,708,982	180,955	32,059		\$2,919,978	105.38%	105.38%	11,982,873	108.11%	
NOV	2,499,089	516,168	14,367	15,571,299	13,855,000		13,855,000	2,346,960	156,889	26,458		\$2,530,307	91.31%	91.31%	14,512,980	104.75%	
DEC	2,699,271	557,515	10,172	18,838,257	16,626,000		16,626,000	3,137,888	209,762	15,480		\$3,363,130	121.37%	121.37%	17,876,110	107.52%	
JAN	2,489,548	514,198	257,848	22,099,851	19,617,000		19,617,000	2,281,987	182,248	22,394		\$2,456,627	82.13%	82.13%	20,332,737	103.65%	
FEB	2,370,382	489,586	23,684	24,983,503	22,388,000		22,388,000	2,188,391	146,958	404,010		\$2,749,359	99.22%	99.22%	23,082,096	103.10%	
MAR	2,384,370	492,475	32,813	27,893,161	25,159,000		25,159,000	2,756,682	184,279	27,702		\$2,968,663	107.13%	107.13%	26,050,759	103.54%	
APR	2,601,650	537,630	31,790	31,064,231	27,930,000		27,930,000					\$0	0.00%	0.00%	26,050,759	93.27%	
MAY	2,622,515	541,634	20,631	34,249,011	30,701,000		30,701,000					\$0	0.00%	0.00%	26,050,759	84.85%	
JUN	2,778,534	573,857	396,440	37,997,842	33,692,000		33,692,000					\$0	0.00%	0.00%	26,050,759	77.32%	
TOTAL	\$30,974,222	\$6,206,979	\$816,641	\$37,997,842	\$33,692,000		\$33,692,000	\$23,909,607	1,538,455	\$602,897		\$26,050,759	77.32%	77.32%	\$26,050,759	77.32%	

* - Includes \$154,755 from coroner permit fees (per Ch 990.00)

*** Per Section 24.10, Budget Act of 1997

COMMISSION ON POST
NUMBER OF REIMBURSED TRAINEES BY CATEGORY
MARCH

COURSE	1996-97			1997-98		
	Actual Total For Year	Actual July - Mar	% of Total	Projected Total For Year	Actual July - Mar	% of Projection
Basic Course	1,963	1,545	79%	2,000	1,006	50%
Dispatchers - Basic	370	226	61%	375	187	50%
Advanced Officer Course	2,498	1,893	76%	2,500	1,928	77%
Supervisory Course (Mandated)	651	491	75%	650	373	57%
Management Course (Mandated)	295	198	67%	300	193	64%
Executive Development Course	318	238	75%	320	244	76%
Supervisory Seminars & Courses	3,246	2,342	72%	3,250	2,818	87%
Management Seminars & Courses	1,874	1,062	57%	1,880	1,210	64%
Executive Seminars & Courses	493	334	68%	500	318	64%
Tech Skills & Knowledge Course	35,456	24,190	68%	35,460	26,669	75%
Field Management Training	32	30	94%	35	17	49%
Team Building Workshops	590	371	63%	600	414	69%
POST Special Seminars	318	189	59%	320	511	160%
Approved Courses	91	62	68%	90	42	47%
TOTALS	48,195	33,171	69%	48,280	35,930	74%

COMMISSION ON POST

REIMBURSEMENT BY COURSE CATEGORY

COURSE	Total For Year	1996-97		1997-98	
		Actual July - Mar	Actual March	Actual July - Mar	
Basic Course	\$1,884,057	\$1,506,656	\$166,807	\$1,192,746	
Dispatchers - Basic	262,556	159,508	12,665	155,912	
Advanced Officer Course	146,502	114,298	3,561	120,337	
Supervisory Course (Mandated)	428,675	306,868	41,329	244,192	
Management Course (Mandated)	294,217	193,763	46,671	194,228	
Executive Development Course	248,407	183,572	26,668	202,833	
Supervisory Seminars & Courses	1,249,857	914,141	66,441	914,868	
Management Seminars & Courses	651,878	372,806	95,905	419,068	
Executive Seminars & Courses	184,843	128,121	777	109,051	
Tech Skills & Knowledge Course	9,143,888	6,159,044	784,793	6,783,222	
Field Management Training	17,675	16,856	1,669	8,064	
Team Building Workshops	295,257	193,456	30,365	215,722	
POST Special Seminars	89,927	55,029	11,715	178,734	
Approved Courses	12,341	9,544	64	4,752	
Training Aids Technology	254,331	84,436	71,177	200,556	
TOTALS	\$15,164,411	\$10,398,098	\$1,360,607	\$10,944,285	

COMMISSION ON POST

SUMMARY OF REIMBURSEMENT EXPENSE CATEGORIES

EXPENSE CATEGORIES	FY 1996-97 Total	1996-97 July - Mar	1998 March	1997-98 July - Mar
Resident Subsistence	\$8,156,648	\$5,569,324	\$652,811	\$5,956,268
Commuter Meal Allowance	\$941,878	707,436	\$100,694	\$672,389
Travel	\$2,477,106	1,725,909	\$216,858	\$1,879,783
Tuition	\$3,334,448	2,310,993	\$319,067	\$2,235,289
Training Technology Assistance	\$254,331	84,436	\$71,177	\$200,556
TOTALS	\$15,164,411	\$10,398,098	\$1,360,607	\$10,944,285

COMMISSION ON POST

FISCAL YEAR 1997-98

(AS OF 3-31-98)

EXPENDITURE SUMMARY		CONTRACT SUMMARY	
RESOURCES		APPROVED TRAINING CONTRACTS *	
Revenue Projection	\$1,692,000	Management Course	325,450
Prior Year Savings and other adj	14,611,000	Executive Training	444,972
Budget Act Revenue Adj (Sec 24.10)	2,000,000	Supervisory Ldrship Inst	540,840
		DOJ Training Center	1,193,380
EXPENDITURES:		Satellite Video Tng	68,000
ADMINISTRATION		Case Law Updates	58,000
	\$10,188,000	Telecourse Programs	550,000
TRAINING CONTRACTS/LA		Basic Course Prof Exam	65,900
Contracts (See list)	7,717,826	Basic Narcotic, Motorcycle, and DT	769,311
Letters of Agreement	1,100,000	Master Instructor Program	228,947
Conf Room Rental	180,000	ICI Core Courses	530,000
TRAINING REIMBURSEMENT		PC 632 Exam	41,500
	\$19,586,781	ICI Instructor Update	58,000
Trainees: 55,763		Labor/Management Partnership Course	43,440
Substance	9,792,395	Entry level reading/writing	113,800
Commuter meals	1,470,073	Bldg High Perf, Incl Org Div Crs	100,942
Travel	2,998,889	Driver Training Simulators (5 sites)	1,504,000
Tuition	3,375,644	Student Work Books (2nd Year)	159,652
Backfill (3 mos)	1,950,000	Driver Training Scenarios	33,000
MUSEUM OF TOLERANCE		ICI Core Homicide Course	58,050
	\$2,000,000	Hearing Guidelines	38,000
Contract	1,556,000	Special Consultant - BTB	70,000
Reimbursements	444,000	Special Consultant - Res Tng Prog	120,000
CONT OF FY 98-7 EXPEND AUTHORIZATIONS		FTO Scenarios	75,000
	\$299,831	IVD Training Coordinator	20,000
1. Satellite Antennas/IVD (\$1,000,700 approved)	200,000	Law Enforcement Enhancement	20,000
2. Replacement IVD Systems	19,831	Entry Level Dispatcher Test	113,800
3. Encryption (\$580,000 approved)	80,000	Cultural Diversity Tng (SDRTC)	82,996
EXPENDITURES, TOTAL		Student Report Writing (CPS)	61,827
	\$41,052,438	POSTRAC FSR	20,000
RESERVES		ICI Augmentation	25,753
	\$7,250,562	Special Consultant (Dvr Tng Sim)	130,000
Spendable-A	\$372,562	Miscellaneous Contracts (Actual)	77,463
Unavailable-B	\$6,878,000	Total	\$7,717,826

A-This is the amount of the reserves that can be spent, bringing the total expenditures to the budgeted amount of \$41,425,000
B-Expenditure of any of this reserve would exceed the authorized level of expenditure per the Governor's Budget
Driver Training Simulator Sites: LAPD, Redding PD, Siskiyou SD, Sacramento PD, Stanislaus SD

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

COMMISSION AGENDA ITEM REPORT

Agenda Item Title Specifications for Computer Equipment to Deliver Multimedia Courseware		Meeting Date April 16, 1998
Bureau Training Program Services	Reviewed By Bud Lewallen	Researched By Dennis Aronson
Executive Director Approval <i>Kenneth F. O'Brien</i>	Date of Approval 3-26-98	Date of Report March 10, 1998
Purpose <input checked="" type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report		Financial Impact: <input checked="" type="checkbox"/> Yes (See Analysis for details) <input type="checkbox"/> No

In the space provided below, briefly describe the **ISSUE**, **BACKGROUND**, **ANALYSIS**, and **RECOMMENDATION**. Use additional sheets if required.

ISSUE

Should the Commission approve specifications for interactive multimedia computer systems and authorize spending up to \$2.25 million for reimbursing agencies for purchasing the specified system?

BACKGROUND

At its meeting on January 21, 1998, the Finance Committee was briefed on the need to update the interactive videodisc equipment provided to all enforcement agencies with state-of-the-art CD-ROM technology. The potential impact of this update would be up to \$2.7 million. The Committee recommended that the Commission authorize the Executive Director to move in this direction but with the understanding that a report will be made to the Finance Committee at its April meeting concerning the hardware specifications and the unit costs.

ANALYSIS

Considerable research was undertaken to develop the specifications for the new multimedia equipment. The challenge was to determine what will meet requirements now and over the next few years, given the rapidity of change in computer technology. The research included studying many recent "white papers" on critical components and seeking advice from numerous individuals who have specialized knowledge and experience creating multimedia applications and who develop CD-ROM courseware, equipment manufacturers, and system integrators. It is anticipated that the multimedia system specified below will be useable for at least three years, and hopefully for five.

Processor:	Intel Pentium II 333Mhz
Motherboard:	Intel 82440 LX AGP (or equivalent)
Cache:	512 KB with ECC
Memory:	64MB SDRAM
Monitor:	SVGA 17-inch, .28 pitch
Graphics accelerator:	Diamond Viper 330.66MHz AGP with 4MB RAM and NTSC composite and S-video output

Hard drive:	6.4GB Ultra DMA/33 EIDE
Floppy drive:	1.44MB
Modem:	56 KB, internal that meets the V.90 specification
ROM drive:	24X CD-ROM or higher
Case:	ATX mid or mini tower
Sound card:	32 bit sound capable on card or motherboard Recommended: Creative Labs or Yamaha Wavetable
Speakers:	Self-powered, stereo (10W, no separate bass unit)
Keyboard:	Windows 95/98
Mouse:	Microsoft PS2 Intellimouse (or equivalent)
Surge arrester:	Six outlets plus telephone line protection. Less than 85 volts let through.
Bundled software:	PC AnyWhere and an anti virus program (MacAfee or equivalent)
Operating system:	Windows 95/98 (Windows 95 must be the latest version and AGP compatible)
Warranty:	1 year on site 24-hour response 3-year limited warranty

Total Estimated Cost: \$3000.00 including tax and shipping.
Cost should be lower by June 1998 when agencies actually start to purchase.

It is estimated that potentially 750 multimedia systems will be purchased. At \$3000 each, the total expenditure would be \$2.25 million. It is anticipated, though, that the cost of the specified system will decrease significantly over the 18-month period when agencies will be making their purchases. Vendors have indicated their willingness to adjust their quoted prices to reflect the anticipated decreases.

RECOMMENDATIONS

1. Authorize spending up to \$2.25 million to reimburse POST agencies for the purchase of multimedia systems following the specifications developed by staff.
2. Reimburse agencies for the cost of a system with only the components specified in this report. If an agency chooses to purchase larger or more powerful components (e.g., increasing the amount of RAM or increasing the capacity of the hard disk), the agency would be reimbursed only for the cost of the component listed in the specifications.
3. Vary the reimbursement amount to reflect anticipated price decreases over time for the specified system.

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

COMMISSION AGENDA ITEM REPORT

Agenda Item Title Request for Contract Authorization to Continue Law Enforcement Tools for Tolerance Training at the Museum of Tolerance for Fiscal Years 1998-99		Meeting Date April 16, 1998
Bureau Training Program Services	Reviewed By <i>F. H. Russell</i>	Researched By Steve Chaney <i>McChaney</i>
Executive Director Approval <i>Kenneth J. O'Brien</i>	Date of Approval <i>3-25-98</i>	Date of Report March 2, 1998
Purpose <input checked="" type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report		Financial Impact: <input checked="" type="checkbox"/> Yes (See Analysis for details) <input type="checkbox"/> No

In the space provided below, briefly describe the **ISSUE**, **BACKGROUND**, **ANALYSIS**, and **RECOMMENDATION**. Use additional sheets if required.

ISSUE

Request authority for the Executive Director to sign a third year contract with the Museum of Tolerance, Tools for Tolerance for the training of 7,000 law enforcement employees for the Fiscal Year 1998 - 1999 not to exceed \$1,556,000; contingent upon Legislative approval and commensurate allocation.

BACKGROUND

In 1996 the California Legislature allocated 2 million dollars to POST for the purpose of training 7000 law enforcement officers at the Museum of Tolerance. In 1997, the Legislature allocated an additional 2 million dollars to continue the program during the 1997-98 fiscal year. POST has contracted with the Museum for the current fiscal year for \$1,556,000.

At the start of the program, POST staff worked with the Museum to adjust the Tools program to ensure consistency with the objectives of the Basic Academy instruction and the principles of our cultural diversity / human relations program. Special workshops were held to train sworn and non-sworn facilitators to assist students to relate the Museum training to their field experience. Evaluation comments have consistently requested that more time be allocated for the training. Responding to those evaluations and specific agency requests, a variable certification was authorized allowing the Museum staff to offer a 6.5 hour version (for agencies traveling within the greater Los Angeles area) and an 8 hour version (for those agencies traveling some distance and spending a night to attend the training). Approximately 20% of officers attending have come from agencies outside the greater Los Angeles area. During fiscal year 97/98 the Legislature authorized police chiefs and sheriffs to designate those employees who would benefit from the program regardless of sworn or non-sworn status.

ANALYSIS

This proposed contract will continue the Law Enforcement Tools for Tolerance training program for the 1998-99 fiscal year at the same level of funding - \$1,556,000. POST retains \$444,000 to reimburse trainees for travel and per diem costs. This proposed contract also requires an evaluation of the effectiveness of the Tools for Tolerance training to be completed prior to the end of the calendar year 1998.

POST has established an Evaluation Advisory Committee to provide advice to POST and the Museum on selecting an evaluation source, evaluation process, and evaluation results.

RECOMMENDATIONS

Authorize the Executive Director to sign a contract with the Simon Wiesenthal Museum of Tolerance for the continuation of Law Enforcement Tools for Tolerance Training for 7,000 law enforcement employees for the fiscal year 1998-99 in an amount not to exceed \$ 1,556,000, contingent upon legislative approval of the funding.

COMMISSION AGENDA ITEM REPORT

Agenda Item Title Management Course Contracts for Fiscal Year 1998/99		Meeting Date April 16, 1998
Bureau Center for Leadership Development	Reviewed By Dave Hall (NW2)	Researched By Bev Short
Executive Director Approval Kenneth J. O'Brien	Date of Approval 3-24-98	Date of Report March 24, 1998
Purpose: <input type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report		Financial Impact: <input type="checkbox"/> Yes (See Analysis for details) <input type="checkbox"/> No

In the space provided below, briefly describe the ISSUE, BACKGROUND, ANALYSIS, and RECOMMENDATION. Use additional sheets if required.

ISSUE

The Management Course contracts for fiscal year 1998/99 are presented to the Commission for review and final approval. Total maximum cost is \$356,877 for 20 presentations.

BACKGROUND

The Management Course contract in 1997/98 fiscal year was \$325,447. Staff has contacted each coordinator representing the five contract presenters for the Management Course. A need has been identified for 20 contract course presentations during fiscal year 1998/99.

ANALYSIS

Course costs are consistent with POST guidelines. Approximately 400 law enforcement middle managers will attend the 20 presentations during fiscal year 1998/99. Required learning goals are being satisfactorily presented by each contractor. The fiscal year 1998/99 contract costs for presentations will not exceed a total of \$356,877. This represents an increase of \$31,430 (9%) over the fiscal year 1997/98 contract. Administrative adjustments on the part of the presenters account for this increase. The following costs have been agreed to by the presenters:

<u>Contractor</u>	<u>Number of Presentations</u>	<u>Contract Amount</u>
California State University - Long Beach Beach Foundation:	5	\$ 81,140
California State University - Northridge Foundation:	2	^{30,146} \$ 30,108
Humboldt State University:	4	\$ 70,224
San Diego Regional Training Center:	5	\$ 89,995
San Jose State University Foundation:	4	<u>\$ 85,410</u>
Total	20	^{356,915} \$356,877

RECOMMENDATION

Authorize the Executive Director to enter into contract agreements with the five contractors to present 20 presentations of the Management Course during the fiscal year 1998/99 not to exceed total contract costs of \$356,877.

COMMISSION AGENDA ITEM REPORT

Agenda Item Title Command College, Executive Training, and Executive Development Course Contract FY 1998/99		Meeting Date April 16, 1998
Bureau Center for Leadership Development	Reviewed By Dave Hall (NW2)	Researched By Beverley Short
Executive Director Approval <i>Kenneth J. O'Brien</i>	Date of Approval 3-24-98	Date of Report March 24, 1998
Purpose: <input type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report		Financial Impact: <input type="checkbox"/> Yes (See Analysis for details) <input type="checkbox"/> No

In the space provided below, briefly describe the ISSUE, BACKGROUND, ANALYSIS, and RECOMMENDATION. Use additional sheets if required.

ISSUE

The Command College, Executive Training, and Executive Development Course Contract in the amount of \$463,672 for fiscal year 1998/99 is presented to the Commission for review and approval.

BACKGROUND

The cost for this contract in fiscal year 1997/98 was \$444,972. Twenty-five classes have completed the Command College Program. Two classes, totaling 25 students each, are currently in session under the revised format of six sessions. During the 1998/99 fiscal year, three classes will begin: Class 27 in March 1998, Class 28 in August 1998, and Class 29 in March 1999. There are a total of 12 workshops scheduled during the fiscal year.

The contract will provide the necessary support to present the 12 Command College workshops, including site, materials, facilitators, continuous development, and instructor costs. In addition, funds will be used for the class mentors, project review, continuous curriculum development, selection and orientation of new instructors, and funding for interview panels as the final phase of the selection process.

The contract also includes funds for the development and presentation of training seminars for sheriffs, chiefs of police, and senior managers; includes development and six presentations of the 80-hour Executive Development Course; and presentation of the Leadership Conference.

ANALYSIS

The Command College continues to receive widespread support from law enforcement, both nationally and internationally. The program places an emphasis on the future as it relates to emerging issues that may impact the participant's agency and law enforcement in general. Contemporary leadership theories and practices for the 21st century are a key part of the program and provide necessary tools to help the agency leaders prepare for the future.

Chiefs and sheriffs continually request management and executive training seminars on a variety of contemporary issues. The Sheriffs' Workshop Series, New Police Chiefs' Orientation, Area Training Seminars, Problem-solving Seminars, Small Agency Chiefs, Contract City Commanders, and Large City Commanders, will be continued under this contract. This contract also includes six presentations of the Executive Development Course.

<u>Program</u>	<u>1997/98</u>	<u>1998/99</u>
Command College	\$195,250	\$195,250
Executive Development Sheriff's Workshop Series	\$110,000	\$128,700
Executive Development Course	<u>\$139,722</u>	<u>\$139,722</u>
Total	\$444,972	\$463,672

The increase of \$18,700 (9.6%) over the 1997/98 fiscal year is due to the planned focus on presenting the Sheriff Series Executive Training Workshops and Chief Executive training workshops.

RECOMMENDATIONS

Authorize the Executive Director to enter into a contract with the San Diego Regional Training Center to provide support for the Command College, executive training, the Executive Development Course, and a leadership conference at a maximum cost of \$463,672 for fiscal year 1998/99.

COMMISSION AGENDA ITEM REPORT		
Agenda Item Title Supervisory Leadership Institute, Fiscal Year 1998/99		Meeting Date April 16, 1998
Bureau Center for Leadership Development	Reviewed By Dave Hall	Researched By <i>WJZ</i> Neil Zachary
Executive Director Approval <i>Kenneth J. O'Brien</i>	Date of Approval 3-24-98	Date of Report March 11, 1998
Purpose: <input type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report		Financial Impact: <input type="checkbox"/> Yes (See Analysis for details) <input type="checkbox"/> No

In the space provided below, briefly describe the ISSUE, BACKGROUND, ANALYSIS, and RECOMMENDATION. Use additional sheets if required.

ISSUE

The Supervisory Leadership Institute (SLI) contract for Fiscal Year 1998/99 is presented to the Commission for review and final approval. The total maximum cost is \$727,904.

BACKGROUND

The SLI contract for Fiscal Year 1997/98 was for \$540,840. The Commission expanded the SLI from 8 to 10 classes at their July 17, 1997 meeting and approved \$170,000 to support the two new classes. Each class of the Institute is eight months in length with eight three-day workshops presented at monthly intervals. This contract includes the added costs for the two additional classes.

The administration of SLI has been accomplished by POST staff from the time the program began. In order to free up staff time to concentrate on strategic plan issues, administrative duties currently performed by POST will be transferred to the SLI contractor, the Foundation for Criminal Justice Research and Training at California State University, Long Beach. Funding for the transfer of administrative duties to Long Beach is included in this contract request. New equipment will be purchased for SLI as a one-time cost this fiscal year and is included in this contract.

ANALYSIS

The SLI continues to receive widespread support from law enforcement. Presently, there are over 1000 applicants pending class assignment with a waiting time of approximately three years. The addition of two classes will increase attendance and reduce the backlog. The ten classes will continue to provide law enforcement with a cadre of first line supervisors who have an opportunity to incorporate and practice the values and principles of leadership within their respective agencies.

The SLI contract for Fiscal Year 1997/98 was for \$540,840. The addition of the two classes will cost \$116,339, which is less than the \$170,000 approved by the Commission. Transferring the administrative duties to Long Beach will cost \$41,975 (including the 15% indirect costs), but will save considerable time for POST staff. These administrative duties include receiving and

processing SLI applications, maintaining the SLI data base, and selecting and administering classes. The administrative work will require approximately 400 hours of the Long Beach director's time and 825 hours of clerical staff time. The transfer of the work will save a significant amount of staff time that can be redirected to other work and Strategic Plan implementation.

SLI is offered at three venues. New equipment will be purchased as a one-time budget expense for all three venues in this budget. Equipment includes 3 LCD viewers and screens, lap-top computers and appropriate soft ware for a cost of \$28,750. Rental of similar equipment for one year would cost \$156,000.

8-Class Format (FY 1997-98)	10-Class Format (FY 1998-99)	Administrative Duties (FY 1998-99) Director 400 hours X \$50 Clerical 825 hours X \$20 Plus 15% Indirect Costs	Equipment (One-time cost)	Total Budget
\$540,840	\$657,179	\$41,975	\$28,750	\$727,904

RECOMMENDATION

Authorize the Executive Director to enter into a contract with the Foundation for Criminal Justice Research and Training at California State University, Long Beach, to offer the SLI in a 10-class format, assume administrative services for the SLI and for a one-time purchase of SLI equipment not to exceed \$727,904 for Fiscal Year 1998/99.

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

COMMISSION AGENDA ITEM REPORT

Agenda Item Title		Meeting Date
Department of Justice Contract for Fiscal Year 1998/99		April 16, 1998
Bureau	Reviewed By	Researched By
Training Delivery and Compliance	Dick Reed	Mickey Bennett <i>mkb</i>
Executive Director Approval	Date of Approval	Date of Report
<i>Kenneth L. O'Brien</i>	3-30-98	March 26, 1998
Purpose		Financial Impact:
<input checked="" type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report		<input checked="" type="checkbox"/> Yes (See Analysis for details) <input type="checkbox"/> No

In the space provided below, briefly describe the ISSUE, BACKGROUND, ANALYSIS, and RECOMMENDATION. Use additional sheets if required.

ISSUE

Shall the Commission approve an Interagency Agreement (IA) between POST and the Department of Justice Advanced Training Center in the amount of \$1,200,000.00 to cover the cost of training delivery services for Fiscal Year 1998/99?

BACKGROUND

POST has contracted with the Department of Justice to present certified courses since 1974. The amount of the agreement each year has been based upon actual presentation costs to DOJ for instruction, coordination, clerical support, supplies, and travel. Courses included in the contract are based on training needs assessment information and agency feedback. Individual course budgets are developed in accordance with existing certification requirements. The contract for this Fiscal Year 1997/98 is \$1,193,380.

ANALYSIS

The contract amount for Fiscal Year 1998/99 is not to exceed \$1,200,000: an increase of \$6,620 (0.005% increase). This amount reflects direct and indirect costs to train approximately 3,140 students in 22 different technical courses (Attachment A). This minimal increase is due to changes in individual course costs, certification conditions, and a different mix of courses to be presented by the Department of Justice.

Summary of the proposed changes:

- Increase in the number of offerings of the Advanced Financial Investigation and Investigation of Officer Involved Shootings courses.
 - Decrease in the number of offerings of the Drug ID/Influence and Narcotics Training (training for trainers) courses.
 - Classified two course Inactive: Domestic Terrorism offered by CSTI, and Clandestine Lab Safety Certification offered by DEA.
- Decertification, by mutual agreement, of two courses: Crime Analysis, Expanded Application; and Economic Crime Investigation.

- Certification of five new and highly requested courses: Cold Homicide Case Investigation, Computer Crime Investigation, Electronic Surveillance - Technical Aspects, Lab Safety Certification, and Profiling/Subconscious Suspect Communication.
- Increase in all courses for hotel meeting room rental, audio visual equipment costs, plus travel and per diem for instructors per the new POST standards.

The proposed changes are described in Attachment A.

RECOMMENDATION

Authorize the Executive Director to enter into an Interagency Agreement with the Department of Justice Advanced Training Center to present the described training courses for an amount not to exceed \$1,200,000.00.

ATTACHMENT "A"

**DOJ CONTRACT FOR FISCAL YEAR 1998/99
DESCRIPTION OF PROPOSED CHANGES**

COURSE TITLE	PROPOSED STATUS	PRIMARY PROPOSED CHANGE	1997/98	1998/99 PROPOSED
Advanced Fraud Investigation	36 hrs./3 classes 28 students/class 88 total trainees	Increase class hours by 4, decrease students per class by 2, increase presentations by 1, increased travel costs due to location change	\$16,536	\$30,426 +13,890
Advanced Narcotic Investigation	32 hrs./2 classes 24 students/class 48 total trainees	Decrease hours by 8	\$19,690	\$17,698 -1,992
CAMP Supervision and Field Ops	53 hrs./1 class 24 students/class 24 total trainees	Coordination costs were included	\$2,934	\$4,482 +1,548
Clandestine Lab Investigation	36 hrs/6 classes 30 student/class 180 total trainees	Increase in classroom rental, cellular telephone charges, and travel costs	\$78,332	\$82,716 +4,384
Clandestine Lab Safety Certification		Inactive - Course currently being presented by DEA	\$84,941	0
Cold Homicide Case Investigation	40 hrs/2 classes 20 student/class 40 total trainees	New Course	0	\$30,528
Commander (Vice/Narcotics/Intell.)	36 hrs/2 classes 30 students/class 60 total trainees	Decreased due to change of location	\$20,086	\$18,936 -1,150
Computer Crime Investigation	36 hrs/2 classes 24 students/class 48 total trainees	New Course	0	\$23,120
Crime Analysis, Expanded Application		Decertified by mutual agreement	\$20,636	0
Dignitary Security	36 hrs./6 classes 32 students/class 180 total trainees	Increase students per class by 2, increased travel costs	\$72,526	\$72,480 -46
Domestic Terrorism		Inactive - CSTI is currently presenting sufficient course	\$40,819	0

COURSE TITLE	PROPOSED STATUS	PRIMARY PROPOSED CHANGE	1997/98	1998/99 PROPOSED
Drug ID/Influence (11550)	36 hrs./3 classes 50 students/class 150 total trainees	Decrease presentations by 1, presented in remote locations	\$64,073	\$48,675 -15,398
Drug Trafficker-Interdiction/Characteristics	32 hrs./2 classes 24 students/class 48 total trainees	Increase presentation by 1	\$17,653	\$32,136 +14,483
Electronic Surveillance (Wiretap)	8 hrs./10 classes 50 students/class 500 total trainees	Increased students per class by 10, increased travel costs, decreased class hours	\$47,679	\$43,230 -4,449
Electronic Surveillance - Technical Aspects	16 hrs./2 classes 16 students/class 32 total trainees	New Course	0	\$6,542
Economic Crime Investigation		Decertified by mutual agreement	\$29,311	0
Homicide Investigation (ICI Foundation)	76 hrs./4 classes 26 students/class 104 total trainees	Increased travel costs	\$74,154	\$77,468 +3,314
Informant Development	28 hrs./5 classes 30 students/class 150 total trainees	Increased travel costs	\$39,247	\$40,900 +1,653
Lab Safety Certification	40 hrs./2 classes 50 students/class 100 total trainees	New Course	0	\$86,554
Modular Training (various topics)	8 hrs./20 classes 30 students/class 600 total trainees	Increased travel costs, presented in remote locations	\$64,504	\$69,520 +5,016
Narcotics Investigation (ICI Foundation)	80 hrs./11 classes 30 students/class 330 total trainees	Increased travel costs, student books, classroom rental - requested by ICI	\$305,884	\$322,685 +16,801
Narcotics Training (training for trainers)	60 hrs./1 classes 20 students/class 20 total trainees	Decreased presentations by 1, increased travel costs	\$43,244	\$21,640 -21,604
Officer-Involved Shootings, Investigation	36 hrs./8 classes 30 students/class 240 total trainees	Increased students per class by 2, increased remote presentations	\$96,118	\$85,248 -10,870

COURSE TITLE	PROPOSED STATUS	PRIMARY PROPOSED CHANGE	1997/98	1998/99 PROPOSED
Profiling /Subconscious pect Communication	32 hrs./2 classes 30 students/class 60 total trainee	New Course	0	\$23,316
Specialized Surveillance Equipment	32 hrs./6 classes 18 students/class 108 total trainees	Increased equipment costs	\$33,862	\$40,254 +6,392
Thermal Imagery, Narcotics	50 hrs./1 class 30 students/class 30 total trainees	Increased instructors costs	\$21,153	\$21,446 +293

TOTALS

**CURRENT CONTRACT
AMOUNT 1997/98**

\$1,193,380.00

**PROPOSED CONTRACT FOR
FISCAL YEAR 1998/99**

\$1,200,000.00

NET DIFFERENCE

+ \$ 6,620.00

RECOMMENDATIONS

It is recommended that the Executive Director be authorized to sign a new contract with San Diego State University in an amount of \$108,500 for the assembly and broadcast of twelve training video programs and encryption services for all satellite broadcasts during the 1998-99 fiscal year.

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

COMMISSION AGENDA ITEM REPORT

Agenda Item Title Request for Contract Authority to Produce Case Law Update Satellite Programs		Meeting Date April 16, 1998
Bureau Training Program Services	Reviewed By <i>Bud Lewallan</i> Bud Lewallan	Researched By Ron Crook
Executive Director Approval <i>Kenneth J. O'Brien</i>	Date of Approval 3-24-98	Date of Report March 6, 1998
Purpose <input type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report		Financial Impact: <input type="checkbox"/> Yes (See Analysis for details) <input type="checkbox"/> No

In the space provided below, briefly describe the ISSUE, BACKGROUND, ANALYSIS, and RECOMMENDATION. Use additional sheets if required.

ISSUE

Request authority for the Executive Director to contract with Alameda County District Attorney's Office and Golden West College for an amount not to exceed \$74,000 for the production of 36 Case Law Update training programs by each agency during fiscal year 1998-99.

BACKGROUND

The Commission approved \$58,000 for contracts with Alameda County District Attorney's Office (\$26,000) and Golden West College (\$32,000) for the production of 24 Case Law Update programs by each agency during 1997-98. Eighteen programs from each agency have been produced and broadcast in 1997-98, with six from each producer scheduled for the remaining months of this fiscal year.

A \$16,000 total increase for both contracts is requested (\$8,000 for Golden West College, \$8,000 for Alameda County District Attorney's Office) to cover increased video production costs. This increase reflects higher general costs of video production for 1998-99 (equipment, supplies, and personnel) and additional costs associated with reformatting the Case Law Update segments. At the request of law enforcement video users, both producers will shorten their two 10-minute monthly segments into three 5-7 minute monthly segments that are more compatible with the field's need for shorter roll-call length segments. This addition of 12 segments by each producer will also allow POST to present a greater variety of timely case law topics to the field.

Since their inception in 1991, the Case Law Update segments have proven to be a low-cost, valuable training resource and continue to be well-received by the field. The Commission is encouraged to provide these quality programs during the coming year.

ANALYSIS

In recent years POST has presented the latest information on recent court decisions every month to more than 500 downlink sites in California via its Satellite Training Network. The material is presented by experts in the field of case law, including a Superior Court Judge and two Deputy

District Attorneys from Orange County, and an Assistant District Attorney from Alameda County. These programs have become a great resource for roll-call training because they are directed to officers on the street, they are timely and, to our knowledge, are the only training specific to California case law produced on a regular basis. Cases are carefully selected for timeliness and relevance to the needs of the law enforcement community. Case Law Updates continue to add to the overall effectiveness of POST's videotaped training broadcasts.

RECOMMENDATIONS

It is recommended that the Executive Director be authorized to sign new contracts with the Alameda County District Attorney's Office (\$34,000) and Golden West College (\$40,000) for a total of \$74,000, to produce 36 Case Law Updates from each agency during the 1998-99 fiscal year.

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

COMMISSION AGENDA ITEM REPORT

Agenda Item Title Request for Contracts for the FY 1998/99 Telecourse Programs		Meeting Date April 16, 1998
Bureau Training Program Services	Reviewed By F. Lewallen <i>[Signature]</i>	Researched By Ray Bray
Executive Director Approval <i>[Signature]</i>	Date of Approval 3-28-98	Date of Report March 3, 1998
Purpose <input type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report		Financial Impact: <input type="checkbox"/> Yes (See Analysis for details) <input type="checkbox"/> No

In the space provided below, briefly describe the ISSUE, BACKGROUND, ANALYSIS, and RECOMMENDATION. Use additional sheets if required.

ISSUE

Request authority for the Executive Director to sign a contract with San Diego State University, for distance learning telecourse training programs for fiscal year 1998-99 in an amount not to exceed \$590,000.

BACKGROUND

During fiscal year 1997-98, POST will have produced and presented a total of 11 telecourses. At this time it appears that the costs for producing these programs will not exceed the costs allocated for the current fiscal year of \$550,000.

The production and presentation of satellite telecourses continues to be a valuable, effective training medium. The law enforcement community has enthusiastically accepted the medium, as evidenced by positive evaluations and many unsolicited calls requesting specific topics for future broadcasts. Moreover, 429 law enforcement agencies currently possess satellite receivers provided by the Commission and an increase in program demand is expected. The Commission has recently authorized the expenditure of monies not only to complete the Satellite Training Network, by providing reimbursement for satellite dishes to those agencies that were unable to receive them in 1993, but to reimburse agencies for encryption receivers.

ANALYSIS

It is proposed to produce 11 telecourses during the 1998-99 fiscal year. Subject matter for the planned telecourse programs are drawn from a variety of contemporary law enforcement issues, legislative mandates, and from topics requested by officers on their evaluations of recently viewed telecourses.

An increase in the overall budget of \$25,000 is proposed to accommodate the completion of an as yet unnamed video. Each year occasion arises when a new video or an update of an existing video is necessary. These videos in past years have been paid for with grant funds or budget monies which have been augmented by grants.

An additional \$15,000 is requested to cover the increased cost of duplication, mailing, and handling which has been delegated to KPBS, thereby freeing POST staff.

San Diego State University KPBS Public Broadcasting has provided POST with excellent production capability. Their management, script writers, producers, directors, and camera operators have adapted well and support POST'S demand for high quality law enforcement programming.

RECOMMENDATION

Authorize the Executive Director to sign a contract with San Diego State University for the production of telecourses and specialized training videos for fiscal year 1998-99 in an amount not to exceed \$590,000.

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

COMMISSION AGENDA ITEM REPORT

Agenda Item Title Renewal of Master Instructor Development Program for FY 1998/99		Meeting Date April 16, 1998
Bureau Training Program Services	Reviewed By Bud Lewallen	Researched By Don Moura
Executive Director Approval <i>Kenneth J. O'Brien</i>	Date of Approval 3-24-98	Date of Report March 5, 1998
Purpose <input type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report		Financial Impact: <input type="checkbox"/> Yes (See Analysis for details) <input type="checkbox"/> No

In the space provided below, briefly describe the ISSUE, BACKGROUND, ANALYSIS, and RECOMMENDATION. Use additional sheets if required.

ISSUE

Should the Commission authorize the Executive Director to enter into a contract with the San Diego Regional Training Center (RTC) for an amount not to exceed \$248,502 for support of the Master Instructor Development Program (MIDP) for Fiscal Year 1998-99?

BACKGROUND

At its April 24, 1997 meeting, the Commission approved the renewal of a contract with the San Diego Regional Training Center to provide coordination and presentation support for the Master Instructor Development Program (MIDP). The contract, totalling \$226,947, provided fiscal support for workshops associated with MIDP classes 6 and 7, and the majority of workshops for classes 8 and 9. The proposed contract seeks to continue the contractor's current level of program support throughout the 1998/99 fiscal year.

ANALYSIS

The Master Instructor Development Program consists of five workshops presented over a one year period including an 80-hour Core Course, a 32-hour Learning Contract Workshop, two 24-hour Progress Workshops and a final 40-hour competency Validation Workshop. A full program transcends fiscal years.

The program is designed to raise the competency of selected experienced law enforcement instructors to a mastery level in Instructional Systems Design (ISD) and the application of adult learning concepts. Individuals completing the course mentor both novice and journeymen instructors at their local training centers, and form the cadre of trainers needed to present instructor development courses statewide. The Master Instructor Development Program is a key objective of the Commission's Strategic Implementation Plan with an emphasis on improving the overall quality of instruction for California law enforcement.

The San Diego Regional Training Center has provided POST with superior presentation support and meets POST's demand for high quality law enforcement training. The 1998-99 contract, as proposed, would provide funding for the ten workshops needed to support classes 8 and 9 (currently in progress), as well as the start-up and a majority of workshops for classes 10 and 11. In addition, funds are included in the proposed

budget to support a three day update course for graduates of classes one through seven. The intent of the update workshop is to keep program graduates abreast of innovations in instructional technology; review exemplary student projects, observe specific teaching methodologies and provide a networking opportunity among classes.

The increase in the 1998/99 contract includes normal inflationary costs and several one-time expenses for audio-visual resources, equipment and marketing required to present the program. The acquisition of a laser printer is proposed because purchase will be less than projected rental costs. Additionally, funds are included to compensate a "facilitator-in-training." The facilitator-in-training will assist the lead facilitator and will subsequently assume responsibility for leading a future class. The facilitator trainees are drawn from the ranks of program graduates. Currently, program facilitation is provided by MIDP graduates.

RECOMMENDATION

Authorize the Executive Director to enter into a contract with the San Diego Regional Training Center for the Master Instructor Development Program in an amount not to exceed \$248,502 for Fiscal Year 1998-99.

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

COMMISSION AGENDA ITEM REPORT

Agenda Item Title Robert Presley Institute of Criminal Investigation Core Course Contract with the San Francisco Police Department for FY 1998/99		Meeting Date April 16, 1998
Bureau Training Program Services	Reviewed By <i>Bud Lewallen</i> Bud Lewallen	Researched By Dave Spisak
Executive Director Approval <i>Kenneth J. O'Brien</i>	Date of Approval 3-31-98	Date of Report March 31, 1998
Purpose <input type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report		Financial Impact: <input type="checkbox"/> Yes (See Analysis for detail) <input type="checkbox"/> No

In the space provided below, briefly describe the ISSUE, BACKGROUND, ANALYSIS, and RECOMMENDATION. Use additional sheets if required.

ISSUE

Should the Commission authorize the Executive Director to enter into a contract with the San Francisco Police Department for five presentations of the Robert Presley Institute of Criminal Investigation (ICI) Core Course in an amount not to exceed \$105,455 for fiscal year 1998-99.

BACKGROUND

This is a renewal of a contract that was in effect for fiscal year 1997-98. Currently this provider is offering three ICI Core Courses at a cost not to exceed \$60,225. This contract increases the presentations to five classes.

ANALYSIS

ICI courses are presented using adult experience-based learning concepts. These have proven to be an excellent method of instruction. Students are challenged to learn and perform in realistic role-play exercises and practical simulations. The Core Course is a recommended prerequisite to all other courses in the ICI program and is the foundation upon which all other courses are built. The San Francisco Police Department has requested funding to add a fourth Core presentation this year based on expected workload. POST has requested that they provide a fifth based on expected Bay Area workload to be used in the event San Jose State University is unable to schedule their fifth presentation because of space problems and in anticipation of additional requests from Bay Area law enforcement agencies. San Francisco Police Department is in the process of promoting a significant number of officers to the rank of Inspector (their investigative rank) for the first time in many years and therefore need the additional training capacity. This provider, like the Los Angeles Police Department, is required to enroll a minimum of 15% of their students from outside agencies.

RECOMMENDATION

Authorize the Executive Director to enter into a new contract with the San Francisco Police Department for delivery of five ICI Core Courses for an amount not to exceed \$105,455 for fiscal year 1998-99.

Item Title Authorization to Enter Into an Interagency Agreement with San Diego Regional Training Center for the presentation of Cultural Diversity training programs for the fiscal year 1998-1999.		Meeting Date April 16, 1998	
Bureau Training Program Services		Reviewed By Bud Lewallen	
Executive Director Approval Kenneth L. O'Brien		Date of Approval 3-30-98	
Purpose <input type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report		Financial Impact: <input checked="" type="checkbox"/> Yes (See Analysis for details) <input type="checkbox"/> No	

In the space provided below, briefly describe the ISSUE, BACKGROUND, ANALYSIS, and RECOMMENDATION. Use additional sheets if required.

SUE

ould the Commission authorize the Executive Director to enter into an interagency agreement with the San Diego Regional Training Center for the presentation of the following Cultural Diversity - Human Relations courses during fiscal year 98-99 for an amount not to exceed \$169,582?

BACKGROUND

the California Legislature enacted statutory requirement for POST to develop human relations training for California law enforcement focusing on cultural awareness. Initial course curricula was designed with the assistance of the San Diego Regional Training Center and a cultural awareness/diversity course was presented under contract. Since 1992 approximately 185 agencies have participated in that training.

program review was conducted in 1995 which included interviews with human relations organizations and executives, cultural awareness facilitators, diversity trainers, and representatives of a variety of cultures. Focus groups involving chief law enforcement executives and the original design team were also conducted. The result of the review was a redesigned course entitled *Building High Performance, Inclusive Organizations* (IO), which has been successfully pilot tested. Feedback and evaluations from those pilot sessions were very positive and indicated that the new "organizational change" course design was meeting legislative objectives.

its July 18, 1996 meeting, the Commission, in support of the newly reconfigured course, approved a contract \$78,326 to complete the training for the 16 agencies in the pilot program and for 24 new agencies to begin the program during the fiscal year 96-97. In July 1997 the Commission again contracted with the San Diego Regional Training Center for the continuation of the *BIO* program to allow Classes V and VI to be initiated in fiscal year 97-98. It should be noted that since these courses, by design, extend over ten months they usually transcend fiscal years.

ANALYSIS

The Commission is requested to authorize continuing contract approval for the following four human relations - cultural diversity courses to be presented by San Diego Regional Training Center:

I. Organizational development course for law enforcement agencies

A. Building High Performance Inclusive Organizations Course (BIO)

The original legislative mandate in 1990 required POST to develop cultural awareness training. Early in the project the emphasis was shifted to more progressive concepts of "cultural diversity" and "valuing diversity." This was an important second step to more comprehensively understand and value cultural differences. The current program, *Building High Performance, Inclusive Organizations (BIO)* has taken the third step and has addressed the concept of "inclusive organizations," focusing on comprehensive organizational change through a diversity values system. The *BIO* program is a primary means of meeting the legislative goals of the initial 1990 legislation requirement that POST develop training to assist local agencies meet the increasing demands of service delivery to diverse populations. The cost for one presentation of the *BIO* course (eighty hours over ten months) will not exceed \$33,546. Two presentations are requested for fiscal year 98/99 for a total not to exceed \$67,092.

B. Program Coordination for BIO

Experience gained thus far indicates closer coordination between the contractor, faculty and chief executives of participating agencies is needed to manage this program effectively. POST staff is unable to provide such close coordination. Because of the disparity of technical resources available to various size law enforcement agencies the contractor needs to provide coaching, counseling and coordination of program resources, as needed, to agencies participating in this program. Large agencies have Ph.D. level professional staff available. Other agencies have working relationships with nearby colleges and universities who can provide technical expertise and support. The majority of agencies, however, do not have these resources available. This contract provides executive level coordination for the ongoing Class VII, and fiscal year 98/99 Classes VIII and IX. The Coordinator will provide the necessary ongoing coordination between participating agencies and POST for course scheduling and presentations. Additionally, the Coordinator provides coaching and counseling for chief executives and management personnel as they progress through the four sections of the 10-month course. Coordination for all three classes, including equipment, will not exceed \$12,420 for fiscal year 98/99.

II. Personal leadership development course for law enforcement management staff

A. Developing Personal Leadership Skills Course

Beyond the basic course orientation to cultural diversity, POST does not have a personal development and leadership skills course focused on cross cultural communication skills or personal development of inclusiveness skills for organizational leaders and supervisors. In fiscal year 97/98 the Commission approved a successful pilot presentation of the course titled *Developing Personal Leadership Skills (DPLS)*. This course on communication and leadership skill building is centered around personal values for understanding and working with diverse staff and community populations. It requires that applicants to the course meet prerequisites of either: 1) successful completion of the *BIO* course or; 2) the "train the trainer" courses for Learning Domain 42 or 37. This course also requires the recruitment and coaching of command level staff. This coaching and counseling will also be accomplished by the new *BIO* Coordinator within the cost cited above. The cost for one presentation of *Developing Personal Leadership Skills* will not exceed \$12,932. It is requested the Commission approve two presentations of the *DPLS* for the FY 98/99 for a total not to exceed \$25,864.

III. "Train the Trainer" courses for human relations curriculum instructors

A. Training for Cultural Diversity Trainers Course and Teach LEADS Course (Law Enforcement Awareness of Disabilities).

For the past five years these "train the trainers" courses have met requirements for teaching in the basic police academies for Learning Domain 42, *Cultural Awareness*, and Learning Domain 37, *Persons with Disabilities*. These two certified training courses have been previously incorporated into this (San Diego Regional Training Center) contract. The Commission is requested to authorize continuing contract approval for presentation of these classes for fiscal year 98-99. The cost for a presentation of the *Training for Cultural Diversity Trainers* course will not exceed \$15,123. The cost for a presentation of the *Teach LEADS* course will not exceed \$13,990. Two presentations of each course is requested for a total of four "train the trainer" presentations in fiscal year 98/99 for a total not to exceed \$58,226.

B. Program Coordination for Training for Cultural Diversity Trainers and Teach LEADS Courses

Consistent with the requirements of presenting POST curriculum in Learning Domains 42 and 37 (cultural diversity and disabilities) there is a need to ensure a sufficient statewide pool of qualified instructors for the 40 academies and to coordinate presenter delivery of these mandated courses. Additionally, the *Teach LEADS* course presentations require unique coordination expertise regarding facilities which easily accommodate people with disabilities, arranging for appropriate equipment for disability simulations, and

accommodation of guest speakers who are disabled and require specialized transportation, classroom accessories, and lodging. Total coordination costs for the four "train the trainer" class presentations, including equipment, will not exceed \$5,980 for fiscal year 98/99.

During the 98/99 fiscal year cycle, POST staff will be facilitating training program evaluations on these four human relations courses relative to instructional delivery and curriculum. Additionally, by field survey, POST staff will be soliciting response from former students as to course relevancy and effectiveness in application to law enforcement agency operations.

RECOMMENDATION

It is recommended that the Executive Director be authorized to enter into an interagency agreement with the San Diego Regional Training Center for fiscal year 98-99 to present Classes VIII and IX for the *Building High Performance, Inclusive Organizations* course; two presentations of the new *Developing Personal Leadership Skills* course; two presentations of the *Training for Cultural Diversity Trainers* course; two presentations of the *Teach LEADS* course; and for related program coordination; for a total amount not to exceed \$169,582.

Attachment "A" summarizes the contract with each presenter. The proposed increase in the Fiscal Year 1998/1999 contracts is \$139,828 (9%) over last year. Reasons for the increase include: adding one presenter to contract for motorcycle training; an increase in projected driver training students.

RECOMMENDATION

Authorize the Executive Director to enter into contracts with the agencies and colleges described above to present the Basic Narcotic Course, the Basic Motorcycle Course, and Basic Course Driver Training. The total amount of these contracts not to exceed \$1,716,819.

ATTACHMENT "A"

<u>Agencies</u>	<u>Driver Training</u>	<u>Motorcycle Training</u>	<u>Narcotics Training</u>
Alameda County Sheriff	\$ 32,300	\$73,900	
Alan Hancock College	\$ 5,814		
California High. Pat.		\$ 96,525	
Fremont Police		\$35,820	
Fresno Police		\$ 63,660	
So. Bay Regional PSTC	\$152,000		
Los Medanos College	\$135,660		
Oakland Police	\$ 63,840		
Orange County Sheriff			\$ 68,375
Redwoods Center	\$ 3,230		
Sacramento Police	\$ 26,125		
San Bernardino Sheriff	\$570,000	\$221,800	
San Diego Police	\$113,050		
Ventura County Sheriff	\$ 54,720		

COMMISSION AGENDA ITEM REPORT

Agenda Item Title Contract for Labor/Management Partnerships Core Course Fiscal Year 1998/99		Meeting Date April 16, 1998
Bureau Center for Leadership Development	Reviewed By Dave Hall (mwz)	Researched By Bev Short
Executive Director Approval Kenneth J. O'Brien	Date of Approval 3-24-98	Date of Report March 24, 1998
Purpose: <input type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report		Financial Impact: <input type="checkbox"/> Yes (See Analysis for details) <input type="checkbox"/> No

In the space provided below, briefly describe the ISSUE, BACKGROUND, ANALYSIS, and RECOMMENDATION. Use additional sheets if required.

ISSUE

The Labor/Management Partnerships Course contract in the amount of \$57,608 for fiscal year 1998/99 is presented to the Commission for review and approval.

BACKGROUND

The Commission approved the contract with the San Diego Regional Training Center to present three presentations of the Labor/Management Partnerships Core Course during the 1997/98 fiscal year, at a cost not to exceed \$43,440. The increase of \$14,168 (32.6%) over the fiscal year 1997/98 contract is due to the increased number of presentations.

ANALYSIS

This course continues to be well received by law enforcement executives and labor leaders who have evaluated it as meeting their needs. They have recommended that the course continue to be offered to executives and labor leaders. Four presentations are planned for 1998/99 to meet the growing demand for the training.

RECOMMENDATION

Authorize the Executive Director to enter into a new contract with the San Diego Regional Training Center for four presentation of the Labor/Management Partnerships Core Course during the 1998/99 fiscal year at a maximum cost of \$57,608.

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

COMMISSION AGENDA ITEM REPORT

Agenda Item Title Contract for Administration of POST Proficiency Examination		Meeting Date April 16, 1998
Bureau Standards and Evaluation	Reviewed By Alan Deal <i>Alan Deal</i>	Researched By Sally Nietering
Executive Director Approval <i>Kenneth J. O'Brien</i>	Date of Approval March 23, 1998	Date of Report March 6, 1998
Purpose <input type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report		Financial Impact: <input type="checkbox"/> Yes (See Analysis for details) <input type="checkbox"/> No

In the space provided below, briefly describe the ISSUE, BACKGROUND, ANALYSIS, and RECOMMENDATION. Use additional sheets if required.

ISSUE

Continuation of POST contract with Cooperative Personnel Services (CPS) to administer the POST Proficiency Examination.

BACKGROUND

Penal Code Section 832.3(b) requires POST to develop a standardized examination which enables 1) comparisons between presenters of the training, and 2) development of a data base for subsequent training programs.

Since 1981, all basic course graduates have been required to take the POST Proficiency Examination.

ANALYSIS

The most cost efficient way of performing this function is through contracting. POST has contracted with CPS for administration of the Proficiency Examination each of the last sixteen years. CPS has done an acceptable job of administering the examination.

The amount of the 1997/98 fiscal year contract is \$65,893.10. The proposed contract for fiscal year 1998/99 is for an amount not to exceed \$60,000.00. The reduction in the amount of the contract is based on redirection of testing support in another contract.

RECOMMENDATION

Authorize the Executive Director to enter into a contract with CPS to administer the POST Proficiency Examination during fiscal year 1998/99 for an amount not to exceed \$60,000.00.

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

COMMISSION AGENDA ITEM REPORT

Agenda Item Title Contract for Administration of POST Entry-Level Reading and Writing Test Battery		Meeting Date April 16, 1998
Bureau Standards and Evaluation	Reviewed By Alan Deal <i>deal</i>	Researched By Bill Dyer
Executive Director Approval <i>Kenneth J. O'Brien</i>	Date of Approval 3-25-98	Date of Report March 25, 1998
Purpose <input checked="" type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report		Financial Impact: <input checked="" type="checkbox"/> Yes (See Analysis for details) <input type="checkbox"/> No

In the space provided below, briefly describe the ISSUE, BACKGROUND, ANALYSIS, and RECOMMENDATION. Use additional sheets if required.

ISSUE

Continuation of POST contract with Cooperative Personnel Services (CPS) to administer the POST Entry-Level Reading and Writing Test Battery.

BACKGROUND

Since 1983, the Commission has authorized that the POST entry-level test battery be made available to agencies in the POST program at no cost. During this period, all test administration services associated with the testing program have been provided under contracts with CPS.

ANALYSIS

All contract services provided by CPS have been acceptable, and POST lacks the staff to perform these services. The 1997/98 fiscal year contract is for \$113,797.95. The proposed contract for fiscal year 1998/99 is for an amount not to exceed \$134,490.00. This new contract amount includes a 5% increase to continue to meet expanding test usage and a \$15,000 increase to build upon the results of the Academy Report Writing Improvement Study. Since the items in the test being developed in the study are more sophisticated, reliable and valid than the writing items currently being used, the \$15,000 has been added to the entry level test battery contract to create two additional, parallel tests.

RECOMMENDATION

Authorize the Executive Director to sign a contract with CPS for administration of the POST Entry-Level Reading and Writing Test Battery during fiscal year 1998/99 for an amount not to exceed \$134,490.00.

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

COMMISSION AGENDA ITEM REPORT

Agenda Item Title Contract for POST PC 832 Written Test Examination Services		Meeting Date April 16, 1998
Bureau Standards and Evaluation Services	Reviewed By Alan Deal <i>ae Deal</i>	Researched By Ken Krueger
Executive Director Approval <i>Kenneth J. O'Brien</i>	Date of Approval 3-25-98	Date of Report March 25, 1998
Purpose <input type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report		Financial Impact: <input type="checkbox"/> Yes (See Analysis for details) <input type="checkbox"/> No

In the space provided below, briefly describe the ISSUE, BACKGROUND, ANALYSIS, and RECOMMENDATION. Use additional sheets if required.

ISSUE

Continuation of POST contract with Cooperative Personnel Services (CPS) for PC 832 written examination services.

BACKGROUND

Penal Code Section 832(a) requires that persons must pass a POST-developed or POST-approved examination to successfully complete the PC 832 course. POST has contracted with CPS for PC 832 written examination services each of the last ten years.

ANALYSIS

CPS has done an acceptable job of providing the contract services. The amount of the 1997/98 fiscal year contract is \$41,489.24. The proposed contract for fiscal year 1998/99 is for an amount not to exceed \$43,563.87. The proposed amount reflects an overall billing rate increase of approximately 5.0 %.

RECOMMENDATION

Authorize the Executive Director to sign a contract with CPS for PC 832 written examination services during fiscal year 1998/99 not to exceed \$43,563.87

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

COMMISSION AGENDA ITEM REPORT

Agenda Item Title Contract for Administration of POST Entry-Level Dispatcher Selection Test Battery		Meeting Date April 16, 1998
Bureau Standards and Evaluation	Reviewed By Alan Deal <i>Alan Deal</i>	Researched By John Weiner
Executive Director Approval <i>Kenneth J. O'Brien</i>	Date of Approval 3-25-98	Date of Report March 25, 1998
Purpose <input type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report		Financial Impact: <input type="checkbox"/> Yes (See Analysis for details) <input type="checkbox"/> No

In the space provided below, briefly describe the ISSUE, BACKGROUND, ANALYSIS, and RECOMMENDATION. Use additional sheets if required.

ISSUE

Continuation of POST contract with Cooperative Personnel Services (CPS) to administer the POST Entry-Level Dispatcher Selection Test Battery.

BACKGROUND

At its January 1998 meeting, the Commission authorized POST to negotiate a contract with CPS to provide test production and distribution services for the POST Entry-Level Dispatcher Selection Test Battery in fiscal year 1998/99. POST contracted with CPS during the previous fiscal year to provide such services to make the test battery available at no cost to agencies in the Public Safety Dispatcher Program. The battery provides agencies a means of complying with selection standards set forth in Commission Regulation 1018(c)(4).

ANALYSIS

CPS has performed acceptably under the contract in providing services that could not be performed by POST without additional staff. The amount of the 1997/98 fiscal year contract is \$116,354.30. The amount of the 1998/99 fiscal year contract is an amount not to exceed \$154,382, reflecting an increase in production and distribution costs of less than 3% and a projected increase in testing volume of approximately 20%. The contract includes \$19,800 allocated for examination processing services that are currently performed by POST staff.

RECOMMENDATION

Authorize the Executive Director to sign a contract with CPS to provide the POST Entry-Level Dispatcher Selection Test Battery to agencies in the POST Public Safety Dispatcher Program during fiscal year 1998/99 for an amount not to exceed \$154,382.

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

COMMISSION AGENDA ITEM REPORT

Agenda Item Title State Controller's Office Agreement for Auditing Services in FY 1998/99		Meeting Date April 16, 1998
Bureau Administrative Services Bureau	Reviewed By Frederick Williams <i>FW</i>	Researched By Staff
Executive Director Approval <i>Kenneth J. O'Brien</i>	Date of Approval 3-24-98	Date of Report March 24, 1998
Purpose <input checked="" type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report		Financial Impact <input checked="" type="checkbox"/> Yes (See Analysis for details) <input type="checkbox"/> No

In the space provided below, briefly describe the ISSUE, BACKGROUND, ANALYSIS, and RECOMMENDATION. Use additional sheets if required.

ISSUE

Commission review and final approval of an interagency agreement for auditing services with the State Controller's Office for Fiscal Year 1998/99.

BACKGROUND

There is a need to selectively audit the training reimbursement claims made by local agencies against the Peace Officer Training Fund. These audits have been conducted by the State Controller's Office on a yearly basis. The Commission approved an agreement not to exceed \$85,000 for current Fiscal Year 1997/98.

ANALYSIS

Each year for the past several years POST has negotiated an interagency agreement with the State Controller's Office to conduct audits of selected local agencies which receive POST reimbursement funds. The Controller's Office continues to do an acceptable job in auditing selected jurisdictions to assure that reimbursement funds are being appropriately expended.

RECOMMENDATION

It is recommended that the Commission authorize the Executive Director to enter into an interagency agreement with the State Controller in an amount not to exceed \$85,000 to audit local agency reimbursement claims during Fiscal Year 1998/99.

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

COMMISSION AGENDA ITEM REPORT

Agenda Item Title Interagency Agreement with Teale Data Center		Meeting Date April 16, 1998
Bureau Computer Services Bureau	Reviewed By Glen Fine	Researched By Mitch Coppin
Executive Director Approval <i>Kenneth J. O'Brien</i>	Date of Approval 3-25-98	Date of Report March 25, 1998
Purpose <input type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report		Financial Impact: <input type="checkbox"/> Yes (See Analysis for details) <input type="checkbox"/> No

In the space provided below, briefly describe the ISSUE, BACKGROUND, ANALYSIS, and RECOMMENDATION. Use additional sheets if required.

ISSUE

Should the Commission authorize the Executive Director to negotiate an Interagency Agreement with the Teale Data Center in FY 98/99 for computer services for an amount not to exceed \$65,000?

BACKGROUND

POST has an Interagency Agreement with Teale Data Center (a State agency) for computer services. The contract provides for a link between POST's computer and the Teale Data Center's mainframe computer. This allows POST to utilize the mainframe's power for complex data processing jobs and the storage of large data files that require more resources than POST's minicomputer or PCs can provide. Teale Data Center staff also provides communications and Local Area Network (LAN) support and consulting services. The current year contract is for \$65,000.

ANALYSIS

POST uses the Teale Data Center mainframe computers for processing large statistical jobs and the storage of large test score data files. POST will also need support services for installing, maintaining, and troubleshooting our LAN system. This agreement will give POST the processing power, storage capabilities, and technical LAN support that it needs during FY 98/99. Costs are expected to be similar to this year (\$65,000).

RECOMMENDATION

It is recommended the Commission authorize the Executive Director to enter into an Interagency Agreement with the Teale Data Center for computer services in FY 98/99 for an amount not to exceed \$65,000.

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

COMMISSION AGENDA ITEM REPORT

Agenda Item Title Health and Welfare Data Center - CALSTARS Support		Meeting Date April 16, 1998
Bureau Computer Services Bureau	Reviewed By Glen Fine	Researched By Mitch Coppin
Executive Director Approval <i>Kenneth J. O'Brien</i>	Date of Approval 3-24-98	Date of Report March 16, 1998
Purpose <input type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report		Financial Impact: <input type="checkbox"/> Yes (See Analysis for details) <input type="checkbox"/> No

In the space provided below, briefly describe the ISSUE, BACKGROUND, ANALYSIS, and RECOMMENDATION. Use additional sheets if required.

ISSUE

Should the Commission authorize the Executive Director to enter into an Interagency Agreement with the Health and Welfare Agency Data Center (a State agency) for computer linkage in support of the State Accounting System (CALSTARS) and other associated data processing services for an amount not to exceed \$30,000?

BACKGROUND

The mandated California Accounting and Reporting System (CALSTARS), implemented in 1986, requires that POST enter into a yearly contract with the Health and Welfare Data Center to provide data processing services during the year. The Health and Welfare Data Center also provides related data processing services such as: 1) Internet connections, 2) Local Area Network support, and 3) consulting services. The Commission approved an agreement not to exceed \$25,000 for current Fiscal Year 97/98.

ANALYSIS

Without the continuation of an agreement with the Health and Welfare Data Center, POST will not be able to perform necessary state accounting functions and will be out of compliance with accounting requirements. Additionally, POST anticipates an increase in CALSTARS billing rates and will be required to set aside sufficient funds to cover the increase.

RECOMMENDATION

It is recommended the Commission authorize the Executive Director to enter into an Interagency agreement with the Health and Welfare Agency Data Center for computer services during Fiscal Year 98/99 for an amount not to exceed \$30,000.

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

COMMISSION AGENDA ITEM REPORT

Agenda Item Title Kodak Copier Maintenance Contract		Meeting Date April 16, 1998
Bureau Administrative Services Bureau	Reviewed By <i>Frederick Williams</i> Frederick Williams	Researched By Staff
Executive Director Approval <i>Kenneth J. O'Brien</i>	Date of Approval 3-25-98	Date of Report March 24, 1998
Purpose <input checked="" type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report		Financial Impact: <input checked="" type="checkbox"/> Yes (See Analysis for details) <input type="checkbox"/> No

In the space provided below, briefly describe the ISSUE, BACKGROUND, ANALYSIS, and RECOMMENDATION. Use additional sheets if required.

ISSUE

Continuation of an agreement with Danka Office Imaging for maintenance of the Kodak copier.

BACKGROUND

Each year the Commission on Peace Officer Standards and Training must enter into a contract for maintenance of its Kodak copier, a high volume copier. The cost of the maintenance agreement is based on a flat rate plus a per copy charge in accordance with a Master Services Agreement developed by the State Department of General Services.

ANALYSIS

Part of the cost of owning a copier is the monthly maintenance charge for usage. The Commission approved an agreement not to exceed \$16,000 for the current fiscal year. Approval is requested to enter into a similar agreement for FY 98-9 for an amount to maintain the current level of service.

RECOMMENDATION

Authorize the Executive Director to sign a contract with Danka Office Imaging for a total not to exceed \$16,000.

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

COMMISSION AGENDA ITEM REPORT

Agenda Item Title Contract for Computer Software Maintenance and Support - Digital		Meeting Date April 16, 1998
Bureau Computer Services Bureau	Reviewed By Glen Fine	Researched By Mitch Coppin <i>TC</i>
Executive Director Approval <i>Kenneth L. O'Brien</i>	Date of Approval 3-24-98	Date of Report March 23, 1998
Purpose <input type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report		Financial Impact: <input type="checkbox"/> Yes (See Analysis for details) <input type="checkbox"/> No

In the space provided below, briefly describe the ISSUE, BACKGROUND, ANALYSIS, and RECOMMENDATION. Use additional sheets if required.

ISSUE

Should the Commission authorize the Executive Director to enter into a contract with Digital Equipment Corporation for software support and maintenance for FY 98/99 for an amount not to exceed \$11,000?

BACKGROUND

POST uses two Digital Alpha computers to house the POST Peace Officer database. The current year contract for telephone support and maintenance for Digital software is \$ 9,500.

ANALYSIS

The Alpha computers have proven to be reliable minicomputers with expansion capabilities to meet POST database needs for many years to come. It is anticipated that the renewal of the software licenses and support may exceed \$10,000 for FY 98/99 and, thus, would require Commission approval.

RECOMMENDATION

It is recommended that the Commission authorize the Executive Director to negotiate a contract with Digital Equipment Corporation for software support and maintenance for FY 98/99 in an amount not to exceed \$11,000.

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

COMMISSION AGENDA ITEM REPORT

Agenda Item Title Contract for Computer Software Maintenance and Support - Ingres		Meeting Date April 16, 1998
Bureau Computer Services Bureau	Reviewed By Glen Fine	Researched By Mitch Coppin
Executive Director Approval <i>Kenneth J. O'Brien</i>	Date of Approval 3-24-98	Date of Report March 16, 1998
Purpose <input type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report		Financial Impact: <input type="checkbox"/> Yes (See Analysis for details) <input type="checkbox"/> No

In the space provided below, briefly describe the ISSUE, BACKGROUND, ANALYSIS, and RECOMMENDATION. Use additional sheets if required.

ISSUE

Should the Commission authorize the Executive Director to enter into a contract for Ingres database software maintenance and support with Computer Associates, Inc., for FY 98/99 for an amount not to exceed \$25,000?

BACKGROUND

POST uses Ingres database software to maintain peace officer records on POST's Digital Alpha minicomputer. The current year contract for telephone support and maintenance for Ingres software is \$ 21,153.

ANALYSIS

In FY 94/95, POST installed a new Digital Alpha minicomputer to replace its aging Digital VAX computer. The Alpha has proven to be a reliable minicomputer with expansion capabilities to meet POST database needs for many years to come. Ingres is a relational database product which is used to house the POST Peace Officer database.

RECOMMENDATION

It is recommended that the Commission authorize the Executive Director to enter into a contract for Ingres computer software maintenance and support with Computer Associates, Inc., for FY 98/99 for an amount not to exceed \$25,000.

To: POST COMMISSIONERS

From: Rick TerBorch, Chairman

Date: April 15, 1998

Subject: ACTIONS TAKEN AT THE APRIL 15, 1998 FINANCE COMMITTEE MEETING

The Committee met Wednesday, April 15, 1998 in Redding. In attendance were myself and Committee members Anderson, Brobeck, Carre and Hunt.

In addition to items already addressed on the agenda, the Committee discussed the following.

- A. The Committee received a status report on the proposed FY 98/99 budget that is currently before the Legislature. As Commissioners are aware, the proposed budget includes \$12 M additional revenue for POST. A Senate Budget Subcommittee has expressed reluctance to approve the added \$12M and will rehear the matter in May. The next hearing on the budget will be in the Assembly on April 21.
- B. Staff also presented the quarterly financial report and a projection of reimbursement expenditures for the balance of this fiscal year. Revenues are slightly above projections and expenditures remain within our spending authority.
- C. As requested in January, staff brought to the committee a report concerning hardware specifications and unit costs for replacement of multimedia equipment. Following review and discussion, the Committee recommended:
 - 1. Authorize spending up to \$2.25 million to reimburse POST agencies for the purchase of multimedia systems following specifications developed by staff.
 - 2. Reimburse agencies for the cost of a system with only the components specified. If an agency chooses to purchase larger or more powerful components (e.g., increasing the amount of RAM or increasing the capacity of the hard disk), the agency would be reimbursed only for the cost of the specified components.
 - 3. Vary the reimbursement amount to reflect anticipated price decreases over time for the specified system.

- D. As Commissioners are aware, the Governor's Budget for FY 98/99 includes \$2M for the Simon Wiesenthal Museum of Tolerance, Tools for Tolerance Training Program. Of this amount, \$1.556M is earmarked for contract with the Museum to cover presentation costs. This will be the third year of funding for this program by the Governor and the Legislature. The Committee recommends approval for the Executive Director to sign a contract with the Simon Wiesenthal Museum of Tolerance for the continuation of Law Enforcement Tools for Tolerance Training for 7,000 law enforcement employees for FY 98/99 in an amount not to exceed \$1,556,000 contingent upon legislative approval of the funding.
- E. Staff has negotiated renewal of 22 contracts for FY 98/99. These contracts are summarized on the agenda under P. The Committee recommends the Executive Director be authorized to sign the contracts in the amounts shown. (ROLL CALL VOTE)

ADJOURNMENT - 3:05 p.m.

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

COMMISSION AGENDA ITEM REPORT

Agenda Item Title Financial Report - Third Quarter 1997/98		Meeting Date April 16, 1998
Bureau Administrative Services Bureau	Reviewed By Frederick Williams <i>[Signature]</i>	Researched By Staff
Executive Director Approval <i>Kenneth L. O'Brien</i>	Date of Approval 4-13-98	Date of Report April 13, 1998
Purpose <input type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report		Financial Impact <input type="checkbox"/> Yes (See Analysis for details) <input type="checkbox"/> No

In the space provided below, briefly describe the ISSUE, BACKGROUND, ANALYSIS, and RECOMMENDATION. Use additional sheets if required.

This report provides financial information relative to the local assistance budget through March 31, 1998. Revenue which has accrued to the Peace Officers' Training Fund is shown as are expenditures made from the 1997-98 budget to California cities, counties and districts.

COMPARISON OF REVENUE BY MONTH - This report, shown as Attachment 1, identifies monthly revenues which have been transferred to the Peace Officers' Training Fund. Through March 31, 1998, we received \$26,050,759. The total is \$891,7598 (3.5%) more than originally anticipated and is \$1,842,402 less than received for the same period last fiscal year. (Note: Revenue was higher last year due to a one time augmentation.)

NUMBER OF REIMBURSED TRAINEES BY CATEGORY - This report, identified as Attachment 2, compares the number of trainees reimbursed this fiscal year with the number reimbursed last year. The 35,930 trainees reimbursed through the third quarter represents an increase of 2,759 (8%) compared to the 33,171 trainees reimbursed during the similar period last fiscal year. (See Attachment 2)

REIMBURSEMENT BY COURSE CATEGORY - These reports compare the reimbursement paid by course category this year with the amount reimbursed last fiscal year. Reimbursements for courses through the third quarter of \$10,944,285 represent a \$546,187 (5%) increase compared to last fiscal year. (See Attachments 3A and 3B.)

SUMMARY - Revenue received for the first nine months of this fiscal year remains slightly more than anticipated. If this higher level continues, as now seems likely, the Commission could end the fiscal year with approximately \$1 million more than expected. The 6.24% transfer from the Drivers Training Penalty Assessment Fund to the POTF continues the \$2 million funding of the "Tools for Tolerance" training program conducted by the Simon Wiesenthal Center.

Reimbursement levels remain higher than last year at this time. This is due to trainee per diem increases and an overall higher volume of training. Reimbursements remain well within the Commission's budgeted spending authority.

FISCAL YEARS 1996-97 AND 1997-98

1997-98

1996-97						1997-98							
MONTH	PENALTY ASSESSMENT FUND	TRANSFER FROM DT		CUMULATIVE TOTAL	CUMULATIVE MONTHLY ESTIMATE	PENALTY ASSESSMENT FUND	TRANSFER FROM DT		CUMULATIVE TOTAL	% OF EST	% OF CUMULATIVE TOTAL	% OF EST	% OF CUMULATIVE TOTAL
		PAF ***	OTHER				PAF ***	OTHER *					
JUL	\$2,949,499	\$418,485	\$17,371	\$3,385,355	\$2,771,000	2,890,628	133,190	22,798	\$3,046,616	109.95%	\$3,046,616	109.95%	\$3,046,616
AUG	2,383,405	492,252	-9,197	6,251,815	5,542,000	2,710,784	181,702	32,517 **	\$2,925,003	105.58%	5,971,619	107.75%	5,971,619
SEP	2,623,487	541,853	10,492	9,427,647	8,313,000	2,879,325	192,474	19,279	\$3,091,078	111.55%	9,062,697	109.02%	9,062,697
OCT	2,572,472	531,326	10,230	12,541,675	11,084,000	2,706,962	180,955	32,059	\$2,919,976	105.38%	11,982,673	108.11%	11,982,673
NOV	2,499,089	516,168	14,367	15,571,299	13,855,000	2,346,960	156,889	26,458	\$2,530,307	91.31%	14,512,980	104.75%	14,512,980
DEC	2,699,271	557,515	10,172	18,838,257	16,626,000	3,137,888	209,762	15,480	\$3,363,130	121.37%	17,876,110	107.52%	17,876,110
JAN	2,489,548	514,198	257,848	22,099,851	19,617,000	2,281,987	152,246	22,394	\$2,456,627	82.13%	20,332,737	103.65%	20,332,737
FEB	2,370,382	489,586	23,684	24,983,503	22,388,000	2,198,391	146,958	404,010	\$2,749,359	99.22%	23,082,096	103.10%	23,082,096
MAR	2,384,370	492,475	32,813	27,893,161	25,159,000	2,756,662	184,279	27,702	\$2,968,663	107.13%	26,050,759	103.54%	26,050,759
APR	2,601,650	537,630	31,790	31,064,231	27,930,000				\$0	0.00%	26,050,759	93.27%	26,050,759
MAY	2,622,515	541,634	20,631	34,249,011	30,701,000				\$0	0.00%	26,050,759	84.85%	26,050,759
JUN	2,778,534	573,857	396,440	37,997,842	33,692,000				\$0	0.00%	26,050,759	77.32%	26,050,759
TOTAL	\$30,974,222	\$6,206,979	\$816,641	\$37,997,842	\$33,692,000	\$23,909,607	1,538,455	\$602,697	\$26,050,759	77.32%	\$26,050,759	77.32%	\$26,050,759

* - Includes \$154,755 from coroner permit fees (per Ch 990/90)

*****-Per Section 24.10, Budget Act of 1997**

COMMISSION ON POST
NUMBER OF REIMBURSED TRAINEES BY CATEGORY
MARCH

COURSE	1996-97			1997-98		
	Actual Total For Year	Actual July - Mar	% of Total	Projected Total For Year	Actual July - Mar	% of Projection
Basic Course	1,963	1,545	79%	2,000	1,006	50%
Dispatchers - Basic	370	226	61%	375	187	50%
Advanced Officer Course	2,498	1,893	76%	2,500	1,928	77%
Supervisory Course (Mandated)	651	491	75%	650	373	57%
Management Course (Mandated)	295	198	67%	300	193	64%
Executive Development Course	318	238	75%	320	244	76%
Supervisory Seminars & Courses	3,246	2,342	72%	3,250	2,818	87%
Management Seminars & Courses	1,874	1,062	57%	1,880	1,210	64%
Executive Seminars & Courses	493	334	68%	500	318	64%
Tech Skills & Knowledge Course	35,456	24,190	68%	35,460	26,669	75%
Field Management Training	32	30	94%	35	17	49%
Team Building Workshops	590	371	63%	600	414	69%
ROST Special Seminars	318	189	59%	320	511	160%
Approved Courses	91	62	68%	90	42	47%
TOTALS	48,195	33,171	69%	48,280	35,930	74%

COMMISSION ON POST

REIMBURSEMENT BY COURSE CATEGORY

COURSE	Total For Year	1996-97		1997-98	
		Actual July - Mar	Actual March	Actual July - Mar	Actual July - Mar
Basic Course	\$1,884,057	\$1,506,656	\$166,807	\$1,192,746	
Dispatchers - Basic	262,556	159,508	12,665	155,912	
Advanced Officer Course	146,502	114,298	3,561	120,337	
Supervisory Course (Mandated)	428,675	306,868	41,329	244,192	
Management Course (Mandated)	294,217	193,763	46,671	194,228	
Executive Development Course	248,407	183,572	26,668	202,833	
Supervisory Seminars & Courses	1,249,857	914,141	66,441	914,868	
Management Seminars & Courses	651,878	372,806	95,905	419,068	
Executive Seminars & Courses	184,843	128,121	777	109,051	
Tech Skills & Knowledge Course	9,143,888	6,159,044	784,793	6,783,222	
Field Management Training	17,675	16,856	1,669	8,064	
Team Building Workshops	295,257	193,456	30,365	215,722	
POST Special Seminars	89,927	55,029	11,715	178,734	
Approved Courses	12,341	9,544	64	4,752	
Training Aids Technology	254,331	84,436	71,177	200,556	
TOTALS	\$15,164,411	\$10,398,098	\$1,360,607	\$10,944,285	

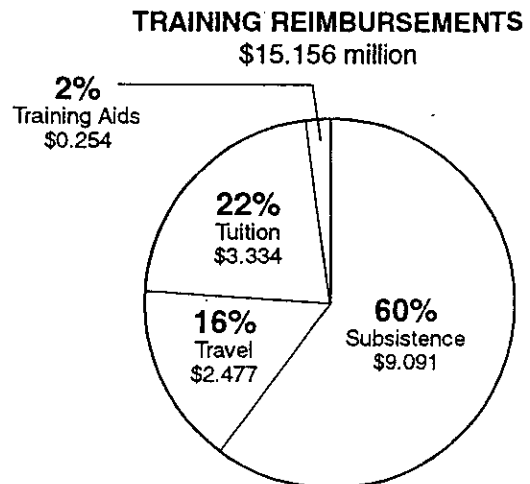
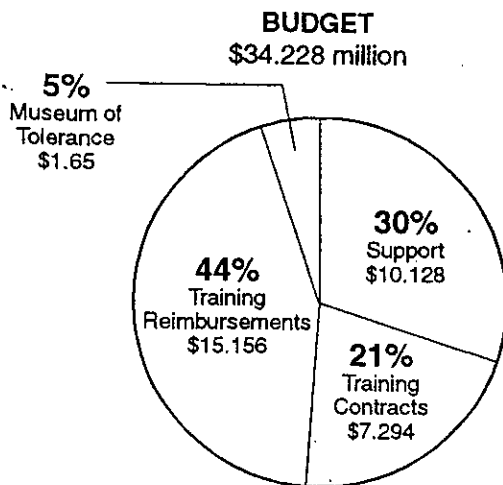
COMMISSION ON POST

SUMMARY OF REIMBURSEMENT EXPENSE CATEGORIES

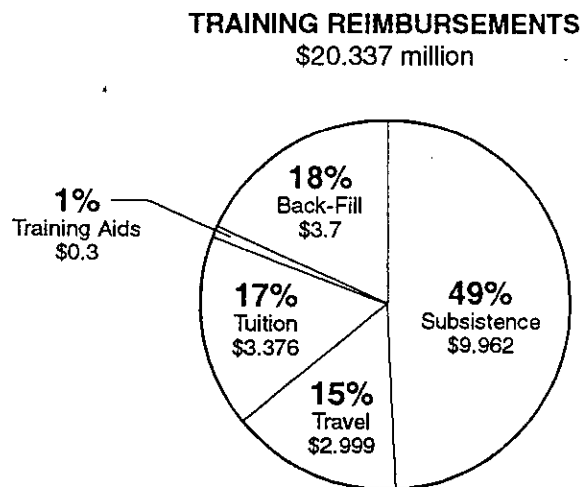
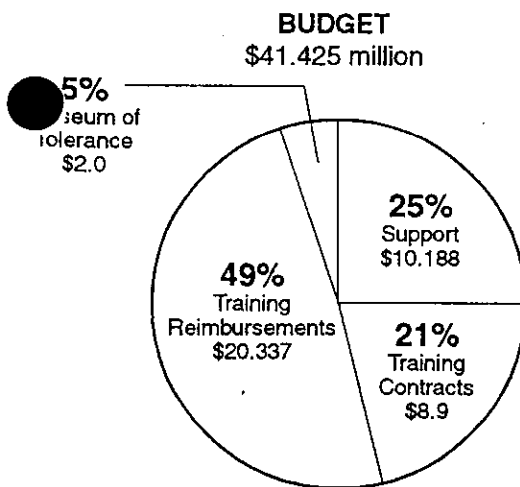
EXPENSE CATEGORIES	FY 1996-97 Total	1996-97 July - Mar	1998 March	1997-98 July - Mar
Resident Subsistence	\$8,156,648	\$5,569,324	\$652,811	\$5,956,268
Commuter Meal Allowance	\$941,878	707,436	\$100,694	\$672,389
Travel	\$2,477,106	1,725,909	\$216,858	\$1,879,783
Tuition	\$3,334,448	2,310,993	\$319,067	\$2,235,289
Training Technology Assistance	\$254,331	84,436	\$71,177	\$200,556
TOTALS	\$15,164,411	\$10,398,098	\$1,360,607	\$10,944,285

Commission on Peace Officer Standards and Training THREE YEAR OPERATION BUDGET AND TRAINING REIMBURSEMENTS

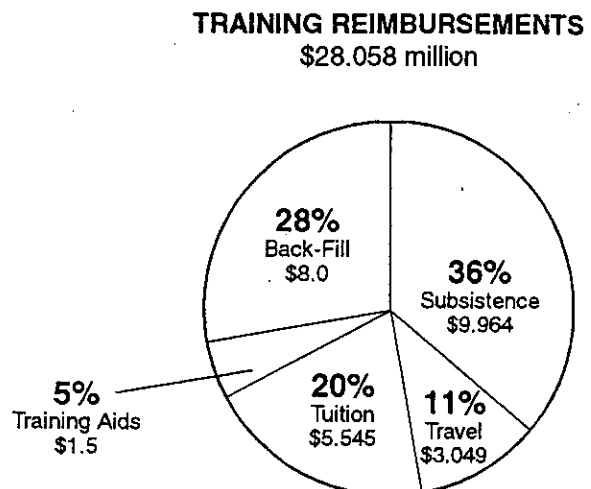
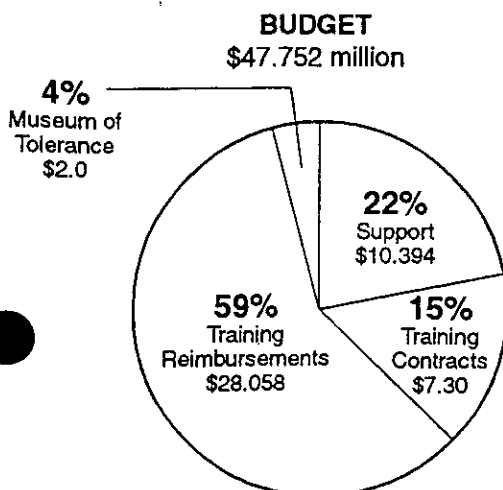
FY 1996 - 97 (Actual)



FY 1997 - 98 (Estimated)



FY 1998 - 99 (Proposed)



12/5/97

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING
Statement of Justification for Proposed Revenue Increase

BACK-FILL REIMBURSEMENT

\$8 Million

The concept of back-fill reimbursement is to reimburse agencies for costs of replacing officers away from the job for training. A prevailing statewide problem is inability of agencies to release officers to attend training courses without paying overtime to other employees to maintain coverage of the position. Due to a lack of overtime funds, agencies in too many instances must forego needed training for their personnel. The paying of back-fill costs for high priority courses would provide needed funds to departments, create a greater incentive to train and, thereby, increase training in critical, high liability subject areas.

If funds are not provided, many peace officers will continue to be deprived of critically needed training important to their success in protecting the public.

INCREASED FUNDING OF TUITION REIMBURSABLE TRAINING

\$2 Million

POST and local law enforcement agencies have struggled for several years to maintain availability of training in vital areas of law enforcement operations. Lack of funds have prevented certification of training requiring tuition that exceeds the norm and POST's funding ability. Immediate, high priority needs for tuition supported training include: defensive tactics, domestic violence, less than lethal force, crowd control, control of passive demonstrators, SWAT and special weapons, pursuit driving, victim programs, and others.

If funds are not provided, many peace officers will continue to be deprived of critically needed training important to their success in protecting the public.

MULTI-MEDIA PROGRAMS

\$1 Million

POST, in concert with law enforcement agencies, has developed an extensive multi-media (computer-video interactive) training program. Several training courses have been developed and are in use by law enforcement. Computer-video interactive courses have proven to be an excellent means of delivering, on demand, standardized, highly effective training with reduced overall costs. Virtually all law enforcement agencies have installed computer equipment to enable use of these technology based programs. There is statewide continuing need for additional multi-media courseware and needs to adjust and improve the system to keep pace with technology.

POST currently lacks funds for continuing courseware development and maintenance. POST is mandated to develop technology based programs by Penal Code Section 13508. If funds are not provided, full potential in this critical area will not be realized.

LAW ENFORCEMENT AGENCY ACCREDITATION

\$1 Million

The Legislature directed POST (Penal Code Section 13551) to establish a voluntary agency accreditation program. The program's initiation is a major goal of the Commission's Strategic Plan. To date, funds have not been provided to implement the program. Accreditation would allow agencies to periodically assess their strengths and weaknesses, assist agencies and local government in areas of risk management and liability exposure, and also assist in improving policies, professionalism, and the delivery of public safety services. If funding is not provided, the goal of improved professionalism and law enforcement agency performance through this means will not be fulfilled.

TOTAL \$12 Million

**COMMISSION ON POST
4-YEAR PROJECTION
(As of 6/30/97)**

	FY 96/7	FY 97/8	FY 98/9	FY 99/00	FY 00-01
Beginning Reserves	10,828	14,611	7,520	6,062	4,604
Revenues					
Penalties (PAF)	30,974	31,544	31,544	31,544	31,544
Other	817	750	750	750	750
PAF/DT	6,207	2,040	2,000	2,000	2,000
Permanent Funding Increase via BCP	<u>0</u>	<u>0</u>	<u>12,000</u>	<u>12,000</u>	<u>12,000</u>
TOTAL	37,998	34,334	46,294	46,294	46,294
TOTAL RESOURCES	48,826	48,945	53,814	52,356	50,898
EXPENDITURES					
Support	19,965	20,644	19,250	19,250	19,250
Local Assistance	15,250	20,781	28,502	28,502	28,502
TOTAL	34,215	41,425	47,752	47,752	47,752
YEAR END RESERVE	14,611	7,520	6,062	4,604	3,146

M e m o r a n d u m

Date: Mar. 26, 1998

To: POST Commissioners

From: COLLENE CAMPBELL
Chairman, Long Range Planning Committee
Commission on Peace Officer Standards and Training

Subj: REPORT OF THE LONG RANGE PLANNING COMMITTEE

The Committee met in the office of Commissioner Block, in Los Angeles, on March 16, 1998 at 10:00 a.m. Present in addition to myself, were Commissioners Block, Anderson, del Campo, Kolender and Lowenberg. Also present were Commissioner Knutson and staff Ken O'Brien, Mike DiMiceli and Hal Snow.

The Committee received reports from staff on the following issues:

Progress Report on POST Strategic Plan Implementation

The Committee received a report on progress to implement the strategic plan and the activities planned to update the plan as required by law. Staff will provide a list that identifies the implementation status of each strategic objective. A workshop is scheduled for Tuesday, May 12, 1998, to obtain comments from the field concerning proposed revisions to the plan. All POST Commissioners and members of the Advisory Committee are invited to attend the workshop. The Committee discussed plans to initiate work on Objective B.7, Regional Skills Centers and Objective A.1, Agency Accreditation.

Report on Proposed Modifications to the Transition Program - Pilot Format

The Committee received an informational report on the Transition Program - Pilot Format. The report summarized proposed changes to decentralize administration of the program and ensure consistency between the program goals and operation.

Proposed Development of a Voluntary Instructor Certification Program

The Committee received an informational report on a proposed Voluntary Instructor Certification Program. The program is one element of Strategic Objective B.13, Establish a System of Selecting and Developing Instructors. The program will include certificate requirements, including specific training, and recognition as a POST-certified instructor.

Contract for Joint Venture Production of a Multimedia Program for Instructor Development

A proposed joint venture between POST, the Chancellor's Office of the California Community Colleges, and Santa Rosa Community College for the creation of multimedia training for instructors was presented. The joint venture is contingent upon a grant of \$100,000 from the Chancellor's Office to Santa Rosa Community College and a matching \$100,000 from POST. A contractor, working with POST and Santa Rosa staff, will develop a pilot multimedia training program that focuses on selected instructor competencies. This program is another element of Strategic Objective B.13, Establish a System of Selecting and Developing Instructors.

Following discussion, the Committee voted unanimously to approve the staff report and recommended Commission approval.

Commission Policy Regarding Changes to the Basic Course Performance Objectives

For some time, the Commission has approved, as separate matters, changes to Basic Course Performance Objectives and to the Training Specifications for the Regular Basic Course. In 1992, the performance objectives were replaced in administrative law by the training specifications. The performance objectives, which specify testing content, mirror exactly the instructional content of the training specifications. As a matter of policy, however, the Commission must approve separately all changes to the performance objectives that duplicate changes to the training specifications.

Staff proposes the Commission rescind the policy to require approval for changes to the performance objectives.

Following discussion, the Committee approved the staff report and recommended Commission approval.

POST International Fellow Program

Staff presented a report describing the concept of a POST-sponsored International Fellow Program. In broad terms, the program proposes to send California law enforcement officers to countries that have a significant population residing in California. The officers will reside in the countries for a period of three to six months and complete specific assignments that will enable them to learn the culture of the countries and the relationship of the culture to law enforcement. Upon return to California, the officers will be required to provide training throughout the State that will enhance services to the identified population.

The report described additional research that is required to develop the program beyond this conceptual stage and to identify specific program costs and requirements.

Following discussion, the Committee voted to approve additional program research, specifically to include the identification of funding sources as an alternative to the POTF and a POST Management Fellow to augment staff, and recommend Commission approval.

ADJOURNMENT - 11:55 a.m.

**COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING**1801 ALHAMBRA BOULEVARD
SACRAMENTO, CALIFORNIA 95816-7083**LEGISLATIVE REVIEW COMMITTEE****THURSDAY, APRIL 16, 1998****DOUBLETREE HOTEL - REDDING**1830 Hilltop Drive
Redding, CA 96002
(916) 221-8700**AGENDA****MEMBERS**Sherman Block (C)
David Anderson
Collene Campbell
Mike Carre
Bill Kolender
Dan Lungren
Jan Scully**9:00 A.M.****Attachment****A. New Legislation**

1. **SB 1417** - This bill would amend Section 832.6 of the Penal Code to add a Continuous Professional Training (CPT) requirement for level II reserve officers. Also identified in the bill are additional duties that could be performed by reserve officers. Further, the bill clarifies supervision requirements for reserve officers who are engaged in field work and prisoner transportation. **A** *support*
2. **SB 1442** - This bill would amend Section 13511.5 of the Penal Code to require persons attending PC 832 firearms training to submit written certification from the Department of Justice verifying that they have no criminal history which could preclude them from owning, possessing, or controlling a firearm. **B** *support*

Secondly, this bill would add Section 13513.1 to the Penal Code to establish a unit within POST to conduct research into the causes of on-duty peace officer deaths.

3. SB 1452 - This bill would define the term "consolidated municipal safety agency" and provide that the chief, director, or chief executive of such an agency be subject to the same requirements and privileges as that of a municipal chief of police. Additionally, the bill would amend Government Code Section 38630 to require that it is necessary for such agency to be under the control of a peace officer. This bill would also require that this person meet all requirements imposed by law, regulation, or POST guidelines to be a chief of police. Lastly, the bill would amend Penal Code Section 830.1 to include chief, director, or chief executive officer of a consolidated municipal public safety agency that performs police functions.
4. SB 1626 - This bill would amend Section 832.2 of the Penal Code to require POST to provide consultation services to the Bureau of Security and Investigative Services of the Department of Consumer Affairs in the development of a course of training for school security personnel.
5. SB 1627 - This bill would add subdivision (c) to Section 832.2 of the Penal Code to classify, as peace officers, those employed by a K-12 public school district or community college who have completed training as prescribed in subdivision (f). Specifically, subdivision (f) would require those officers employed after July 1, 2000 to have completed the POST Basic Course. Also added would be subdivision (g) that would require POST to prepare a training course on the unique aspects of policing in a school environment.
6. AB 1806 - Under current law, only Los Angeles County Sheriff's Department may employ deputy sheriffs and defer academy training until such time as they transfer from jail to patrol duties. This bill would extend the same authorization to Santa Clara County Sheriff's Department.
7. SB 1844 - This bill would require POST to implement by July 1, 1999 a course of instruction and guidelines for training officers in handling acts of civil disobedience.
8. SB 1868 - As outlined in this bill, Part 19 (commencing with Section 840) to Division 2 of the Probate Code would be added relating to elder and dependent adult abuse. This modification would require officers participating in Fiduciary Abuse Specialist Teams to complete a Fiduciary Abuse training course certified by POST.

C

Support

D

Neutral

E

*Support
831.2 only*

F

Oppose

G

Support

H

*Oppose
unf. amends*

9. SB 2049 - This bill would amend Section 13519.2 of the Penal Code to require POST to develop update training courses, every ~~two~~ ⁴ years, in the handling of persons with developmental disabilities/and or mental illness.

I
oppose
unless
amended

10. AB 2172 - Provisions of this bill include that existing domestic training incorporate techniques for recognizing the signs of domestic violence. The bill also requires that law enforcement agencies develop, adopt, and implement written policies and standards for officers' response to domestic violence calls. Further outlined in the analysis are a list of the required responses.

J
oppose
unless
amended

11. AB 2222 - This bill will amend Section 40802 of the Vehicle Code to give peace officers using radar equipment to enforce speed laws an exemption from the "speed trap" provision if they successfully complete 40 hours of training on the use of radar or other electronic devices for traffic enforcement. Also required are 16 additional hours of training for updating to new technology, approved and certified by the Commission.

K
oppose
unless
amended

12. AB 2351 - Provisions of this bill include computer-related stalking as a crime subject to misdemeanor penalties. Other provisions require that every police officer or deputy sheriff at a supervisory level and below complete a high-technology crimes and computer seizure training course certified by POST. Additional provisions outlined in the bill pertain to OCJP.

L
oppose
unless
amended

B. Status of Active and Informational Bills of Interest to POST

M

Attachment I provides a chart indicating the status of all active and informational bills of interest to POST.

BILL ANALYSIS

State of California Department of Justice
COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING
 1601 Alhambra Boulevard
 Sacramento, California 95816-7063

TITLE OR SUBJECT Reserve Officer Training	AUTHOR Knight	BILL NUMBER SB 1417
	RELATED BILLS	DATE LAST AMENDED 1-20-98

SPONSORED BY
 California Reserve Peace Officers' Association

BILL SUMMARY (GENERAL, ANALYSIS, ADVANTAGES, DISADVANTAGES, COMMENTS)

GENERAL

Senate Bill 1417 would amend Section 832.6 of the Penal Code to:

1. Add a Continuous Professional Training (CPT) requirement for level II reserve officers.
2. Identify additional duties that could be performed by reserve officers.
3. Clarify supervision requirements for reserve officers engaged in field work and prisoner transportation.

ANALYSIS

This analysis is restricted to those portions of this bill that relate to POST regulations and operations. POST Strategic Plan Objective A.3 is reflected in the intent of this bill.

This bill was introduced with the intention of adding a CPT requirement for Level II reserve officers. It also is intended to amend Section 832.6 of the Penal Code to clarify the supervision requirements for Level III reserve officers and to provide a definition of a supervising peace officer. This bill would add to the duties defined in Section 832.6 (a) (3) for Level III reserve officers to include report taking. The bill would also allow Level III reserve officers to transport prisoners without immediate supervision.

This bill would define a Level III reserve officer supervisor as a Level I reserve officer or a "full-time regular" peace officer. The term "proximately" would be deleted and replaced with "in the accessible vicinity" related to the physical location of the Level III reserve officer's field supervisor.

This bill is supported by the California Reserve Peace Officers' Association, the California State Sheriffs' Association, the California Police Chiefs' Association, the California Peace Officers' Association, and the Peace Officers' Research Association of California.. There is no known opposition at this time.

OFFICIAL POSITION Support			
ANALYSIS BY Tom Hood	DATE	REVIEWED BY	DATE
EXECUTIVE DIRECTOR	DATE	COMMENT	DATE

BILL ANALYSIS

State of California Department of Justice
COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING
 1601 Alhambra Boulevard
 Sacramento, California 95816-7083

TITLE OR SUBJECT Peace Officer Training	AUTHOR Rainey	BILL NUMBER SB 1442
	RELATED BILLS	DATE LAST AMENDED 1-28-98

SPONSORED BY

California State Sheriffs' Association

BILL SUMMARY (GENERAL, ANALYSIS, ADVANTAGES, DISADVANTAGES, COMMENTS)

GENERAL

Senate Bill 1442 would:

1. Amend Section 13511.5 of the Penal Code to require every person attending the firearms portion of the basic course of training as prescribed by subdivision (a) of Section 832 and subdivision (a) of Section 832.3 of the Penal Code who is not sponsored by a local or other law enforcement agency, or is not a peace officer employed by a state or local agency, department, or district, shall be required to submit written certification from the Department of Justice verifying that he/she has no criminal history background which would preclude them from owning, possessing, or having under his or her control a firearm.
2. Add Section 13513.1 to the Penal Code to establish a unit within POST for the purposes of conducting research on the causes related to the deaths of, and assault on, California peace officers in the performance of their duties.

ANALYSIS

This bill was recommended by the Commission and is intended to make technical changes to Sections 832 and 832.3 of the Penal Code requiring background history checks on applicants who are not affiliated with a law enforcement agency and wish to attend the firearms portion of this course. This would eliminate the possibility of a person not legally allowed to own, possess, or carry a firearm due to a criminal history from taking and completing the firearms portion of this basic course of training.

By adding Section 13513.1 to the Penal Code, this bill would codify in law what POST has been doing for since 1986. These duties relate to conducting research on the causes of deaths of, and assault on, California peace officers in the performance of their duties. It shall also be the responsibility of POST to develop enhanced officer safety training and improve tactics designed to prevent those deaths and assaults.

OFFICIAL POSITION **Support**

ANALYSIS BY Tom Hood	DATE	REVIEWED BY	DATE
EXECUTIVE DIRECTOR	DATE	COMMENT	DATE

This bill is supported by the California Peace Officers' Association, the California Police Chiefs' Association, the Peace Officers' Research Association of California, and the California State Sheriffs' Association. There is no known opposition to this bill at this time.

BILL ANALYSIS

State of California
COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING
 1601 Alhambra Boulevard
 Sacramento, California 95816-7083

TITLE OR SUBJECT Public Safety: Consolidated Municipal Agencies	AUTHOR McPherson	BILL NUMBER SB 1452
	RELATED BILLS	DATE LAST AMENDED 2-2-98

SPONSORED BY

BILL SUMMARY (GENERAL, ANALYSIS, ADVANTAGES, DISADVANTAGES, COMMENTS)

GENERAL

Senate Bill 1452 would:

1. Define the term "consolidated municipal safety agency."
2. Provide that the chief, director, or chief executive of such agency is a peace officer, subject to the same requirements as and possessing the same rights, responsibilities, and privileges of, a municipal chief of police.
3. Amend Government Code Section 38630 to require that a consolidated public safety agency be under the control of a chief, director, or chief executive officer and that such person is a peace officer. Further, this bill would require that this person meet all requirements imposed by law, regulation, or POST guidelines.
4. Amend Penal Code Section 830.1 to include chief, director, or chief executive officer of a consolidated municipal public safety agency which performs police functions.

ANALYSIS

This bill would address those situations where consolidated public safety agencies are created by merging police operations with another city department, such as a fire department. The bill would require that the head of such a public safety agency meet all the requirements to be a peace officer if the agency is responsible for the delivery of police services.

Currently, all consolidated public safety agencies meet the requirements as specified in this proposed bill.

OFFICIAL POSITION **Neutral**

ANALYSIS BY Jack Garner	DATE	REVIEWED BY	DATE
EXECUTIVE DIRECTOR	DATE	COMMENT	DATE

BILL ANALYSIS

State of California
COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING
 1601 Alhambra Boulevard
 Sacramento, California 95816-7083

TITLE OR SUBJECT School Security Officers	AUTHOR Senator Hughes	BILL NUMBER SB 1626
	RELATED BILLS	DATE LAST AMENDED 2-12-98

SPONSORED BY

PORAC

BILL SUMMARY (GENERAL, ANALYSIS, ADVANTAGES, DISADVANTAGES, COMMENTS)

GENERAL

Senate Bill 1626 would amend Section 832.2 of the Penal Code to:

1. Require POST to provide consultation services to the Bureau of Security and Investigative Services of the Department of Consumer Affairs in the development of a course of training for school security personnel.

ANALYSIS

Senate Bill 366, signed into law in July of 1997, required POST to review minimum training and selection standards for peace officers and security personnel who are employed by a school district and to report its findings and recommendations to the Legislature by January 1, 1998. The report was approved at the November 1997 Commission meeting and forwarded to the Legislature. This legislation addresses some of the recommendations made in that report.

This bill addresses the duties, training and authority of school security officers. School security officers would be designated as non-peace officers and subject to oversight by the employing school district or, if contract officers, to licensing and training requirements prescribed for school security officers by the Bureau of Security and Investigative Services of the Department of Consumer Affairs. Since school security officers would assume non-peace officer status, this bill would have limited impact on POST. This bill requires school security officers to complete a course of training developed no later than July 1, 1999, by the Bureau of Security and Investigative Services of the Department of Consumer Affairs in consultation with POST.

Of interest to the Commission, this bill would require that school security officers be subject to background checks through both the California Department of Justice and the Federal Bureau of Investigation prior to employment. A letter signed by the Executive Director supporting this proposed requirement was sent to the Department of Consumer Affairs.

POST would continue to approve the training provided to school police reserve officers (current language in Section 832.2 of the Penal Code).

OFFICIAL POSITION Neutral

ANALYSIS BY Tom Hood	DATE	REVIEWED BY	DATE
EXECUTIVE DIRECTOR	DATE	COMMENT	DATE

BILL ANALYSIS

State of California
COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING
 1601 Alhambra Boulevard
 Sacramento, California 95816-7083

Department of Justice

TITLE OR SUBJECT

School Police Officers

AUTHOR Senator

Hughes

BILL NUMBER

SB 1627

RELATED BILLS

DATE LAST AMENDED

2-12-98

SPONSORED BY

PORAC

BILL SUMMARY (GENERAL, ANALYSIS, ADVANTAGES, DISADVANTAGES, COMMENTS)

GENERAL

Senate Bill 1627 would:

1. Add subdivision (c) to Section 832.32 of the Penal Code. This subdivision states that any peace officer employed by a K-12 public school district or California community college district who has completed training as prescribed by subdivision (f) of Section 832.2 (see #2 below), shall be designated a school police officer.
2. Add subdivision (f) to Section 832.2 of the Penal Code requiring any school police officer first employed by a K-12 public school district or California community college district after July 1, 2000, shall successfully complete the POST Basic Course prior to exercising the powers of a peace officer.
3. Add subdivision (g) to Section 832.2 of the Penal Code requiring POST to prepare a specialized course of instruction for the training of school police officers to meet the unique safety needs of a school environment. This course shall be optional and is intended to supplement any other training.

ANALYSIS

Senate Bill 366, signed into law in July of 1997 required POST to review minimum training and selection standards for peace officers and security personnel who are employed by a school district and to report its findings and recommendations to the Legislature by January 1, 1998. The report was approved by the Commission at the November 1997 meeting and forwarded to the State Legislature. This bill addresses several of the recommendations made in that report.

The bill requires the POST Basic Course for school police officers hired after July 1, 2000. At the November 1997 Commission meeting a motion was made to send a letter to the author of this bill expressing concern that currently employed school police officers would be exempted from the proposed basic training requirement. A letter was sent to the author of the bill requesting

OFFICIAL POSITION Support

ANALYSIS BY

Tom Hood

DATE

REVIEWED BY

DATE

EXECUTIVE DIRECTOR

DATE

COMMENT

DATE

consideration of requiring the basic course for current school police officers or some alternative training requirements that would provide assurance of proper training. At this time it does not appear that the bill will be amended to accommodate this request.

POST currently has a School Peace Officer Course that is required of school police officers under Section 832.2 of the Penal Code. This course, along with P.C. 832, is the basic training requirement for school police officers. A companion bill (SB 1626) of this legislation would make considerable amendments to Section 832.2 that, among other changes, would require the Bureau of Consumer Affairs to develop a course of basic training for security officers. The POST School Peace Officer Course would most likely be amended or eliminated by the Department of Consumer Affairs. The Legislative intent of this bill is to ensure that POST makes available to school police officers, on a voluntary basis, a course that can address their unique needs.

A file check confirmed that school district police departments that have chosen to participate in the POST program are in compliance with regulations requiring completion of the Basic Course. POST does not have authority over school police departments who choose not to participate in the POST program.

COMMENTS

While this bill is an unfunded mandate for POST, it does address school police officer training recommendations documented in the POST report to the Legislature.

This bill requires the POST Basic Course training only for school police officers hired after July 1, 2000.

School police departments currently in the POST program send their officers to the Basic Course.

BILL ANALYSIS

State of California Department of Justice
COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING
 1601 Alhambra Boulevard
 Sacramento, California 95816-7083

TITLE OR SUBJECT Peace Officers: Deputy Sheriff: Santa Clara County	AUTHOR Floyd	BILL NUMBER AB 1806
	RELATED BILLS	DATE LAST AMENDED

SPONSORED BY

BILL SUMMARY (GENERAL, ANALYSIS, ADVANTAGES, DISADVANTAGES, COMMENTS)

General

Assembly Bill 1806 will amend Penal Code Section 830.1(c) to:

1. Add to that subsection a county of the fifth class, which is Santa Clara County; and
2. Add the provision that a deputy sheriff who is a peace officer of a county of the fifth class (Santa Clara County) may carry a firearm only if authorized by the employer and under the terms and conditions imposed by the employer.

Analysis

In 1996, Penal Code Section 830.1(c) was added to provide that a deputy sheriff of a county of the first class (Los Angeles County) who is employed to perform duties exclusively or initially relating to custodial assignments is a peace officer. The authority of this peace officer is limited to duties relating to the primary function of custodial assignments or during a local state-of-emergency. In addition, Penal Code Sections 832.3 and 832.4 were amended to permit the peace officers described in Section 830.1(c) to defer completion of the Regular Basic Course and obtaining the Basic Certificate until they are reassigned from custodial duties to general law enforcement duties.

The practice in Los Angeles County, and many other counties, is to assign newly hired deputy sheriffs to the jail for an extended period of time before they are assigned to general law enforcement duties. The 1996 amendments permit the Los Angeles County Sheriff's Department to focus the initial training for newly hired deputies on their initial custodial duties, and to defer the more intensive law enforcement training until they are reassigned to other duties.

This bill will enable Santa Clara County to exercise the same prerogative for newly hired deputy sheriffs. However, the positions in Santa Clara County, to which this bill will apply, are significantly different from the positions in Los Angeles County.

OFFICIAL POSITION Neutral			
ANALYSIS BY Mike DiMiceli	DATE	REVIEWED BY	DATE
EXECUTIVE DIRECTOR	DATE	COMMENT	DATE

In 1988, Santa Clara County, by charter amendment, removed from the Sheriff the responsibility for the jail and created a separate county agency, the Department of Corrections, to operate the jail. Since that time, except for a relatively few number of deputy sheriff positions assigned to the jail, the jail has been staffed entirely by non-peace officer Correctional Officer positions and managed by a non-peace officer Director of Corrections. Since 1988, the County has tried repeatedly and unsuccessfully to designate the correctional officers as peace officers. The issue was ultimately decided by a 1992 California Supreme Court decision (County of Santa Clara v. Deputy Sheriffs' Association of Santa Clara County). The Supreme Court ruled: "The Legislature has made clear its intention in section 4.5 to retain the exclusive power to bestow peace officer status on state, county and city employees. Since that chapter does not authorize the director of a county jail facility to designate custodial officers as peace officers, the director's action cannot be sustained."

In 1997, the County of Santa Clara and the Office of the Sheriff agreed in writing to transfer approximately 117 non-peace officer Correctional Officer positions to the Sheriff and transfer responsibility of the jail to the Sheriff. Of those positions, 96 Correctional Officer positions will be designated as Deputy Sheriff I or Sheriff's Correctional Officer positions. The agreement requires the Sheriff to "appoint these corrections officers as Sheriff's security officers...until such time as Penal Code Section 830.1 is amended to include coverage of Santa Clara County." Finally, the agreement permits the Sheriff to reject any officer proposed for transfer to his department and provides that the Sheriff may (emphasis added) "conduct a cost effective background consistent with applicable law and sufficient to comply with appropriate law enforcement standards."

Staff is informed that, in all likelihood, few if any of the correctional officers transferred to the Sheriff and designated as Deputy Sheriff I will ever be reassigned from the jail to general law enforcement duties.

Three issues arise from AB 1806:

1. Does the bill require a POST peace officer ~~feasibility~~ study?

Penal Code Sections 13540-42 require any persons desiring peace officer status under Chapter 4.5 who, on January 1, 1990, were not entitled to be designated as peace officers to request the Commission to undertake a feasibility study regarding designating those persons as peace officers.

Since this law became effective in 1991, POST has completed approximately ten feasibility studies. Staff has consistently interpreted the law to require the study when a new designation of peace officer is proposed to be added to Chapter 4.5 of the Penal Code (Section 830 et seq.). Similarly, staff has interpreted the law to not require a study when a group of persons is proposed to be appointed to an existing peace officer designation.

AB 1806 will not create a new category or designation of peace officer. Officers who may be transferred to the Santa Clara County Sheriff will, apparently, be

appointed as Deputy Sheriffs, pursuant to Penal Code Section 830.1. Existing law and POST regulations will apply to the appointment of these persons to peace officer positions. For these reasons, a peace officer feasibility study is not specifically required by AB 1806.

2. Will the training and certificate requirements of Penal Code Sections 832.3 and 832.4 apply to the peace officers included in AB 1806 ?

AB 1806 does not alter either Section 832.3 P.C. or Section 832.4 P.C. Therefore, the training and certificate requirements that apply generally to a deputy sheriff defined in Section 830.1 P.C. are unchanged. However, as long as a deputy sheriff remains assigned to custodial duties, as described in 830.1(c), the deputy is exempt from the basic training and basic certificate requirement. The Deputy Sheriff I positions (830.1[c], P.C.) in Santa Clara County will be exempt from the training and certificate requirements.

3. Does AB 1806 limit the carrying of firearms by a deputy sheriff of a county of the fifth class (Santa Clara County) who is assigned exclusively to custodial duties?

AB 1806 provides that a deputy sheriff assigned exclusively to custodial duties pursuant to Section 830.1 may carry a firearm only if authorized by the employer and under the terms and conditions imposed by the employer. This provision will permit Santa Clara County to limit and specify the conditions when a deputy sheriff so assigned may carry a firearm on duty. However, several published opinions of the Attorney General state that the employer, in this case Santa Clara County, may not limit the ability of a peace officer to carry a firearm off duty; that privilege is inherent to peace officer status.

Comments

Staff has received information indicating the Sheriff of Santa Clara County supports AB 1806. The position of the County Board of Supervisors is unknown. PORAC is known to oppose the bill.

The provisions of AB 1806 do not require a peace officer feasibility study.

The limitation on the ability to carry firearms contained in AB 1806 is beyond the scope of the Commission's authority or responsibility.

Based on the agreement between Santa Clara County and the Sheriff, county correctional officers will be transferred to the Sheriff, designated as deputy sheriff peace officers and continue to be assigned to custodial duties. From the agreement, it appears these officers are not appointed to perform general law enforcement duties and will never perform such duties. As a result, the potential and precedent are created to appoint a deputy sheriff pursuant to Section 830.1, P.C., who will never complete the required basic training or receive a Basic Certificate.

BILL ANALYSIS

State of California Department of Justice
COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING
 1601 Alhambra Boulevard
 Sacramento, California 95818-7083

TITLE OR SUBJECT Crime Prevention: Peace Officer Training	AUTHOR Thompson	BILL NUMBER SB 1844
	RELATED BILLS	DATE LAST AMENDED 3-24-98

SPONSORED BY

BILL SUMMARY (GENERAL, ANALYSIS, ADVANTAGES, DISADVANTAGES, COMMENTS)

GENERAL

Senate Bill 1844 would:

1. Require the Commission to implement on or before July 1, 1999 a course or courses of instruction for the training of law enforcement officers in the handling of acts of civil disobedience.
2. Require the Commission to adopt guidelines that may be followed by police agencies in responding to acts of civil disobedience.

ANALYSIS

This bill is the result of a civil disobedience incident where a chemical agent (pepper spray) was used to gain compliance from the demonstrators. The application of the pepper spray to the eyes of the demonstrators was videotaped and repeatedly shown on nationwide news broadcasts.

The intent of this legislation is:

1. To provide law enforcement officers with additional training so as to control acts of civil disobedience with reasonable use of force and to ensure public and officer safety with minimum disruption to commerce and community affairs.
2. For POST to develop guidelines for law enforcement response to acts of civil disobedience that take into consideration the roles and responsibilities of all responding officers.

On February 2-3, 1998, POST and the Attorney General's Office co-sponsored a Symposium on Updating Law Enforcement Response for Managing Civil Disorders. Over 70 participants comprised of executives, managers, labor, and subject matter experts met to update law enforcement's response to civil disorders in light of changing tactics, technology and agency/community expectations. As part of the symposium, language was drafted to assist the Legislature in addressing the needs of law enforcement in responding to acts of civil disobedience.

OFFICIAL POSITION **Support**

ANALYSIS BY Tom Hood	DATE	REVIEWED BY	DATE
EXECUTIVE DIRECTOR	DATE	COMMENT	DATE

There were several meetings between the author, PORAC, and POST, to craft the final language. All are satisfied that this bill will meet the needs of law enforcement in effectively dealing with civil disobedience situations. This legislation is consistent with input from law enforcement that guidelines and training programs are in need of updating.

While an unfunded legislative training mandate on POST, this bill addresses an identified training need. The guidelines and training programs called for are currently being developed by POST staff in cooperation with subject matter experts. Once completed, this information will be volunteered to law enforcement to assist them in developing effective strategies for dealing with acts of civil disobedience.

BILL ANALYSIS

State of California
COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING
 1601 Alhambra Boulevard
 Sacramento, California 95816-7083

Department of Justice

TITLE OR SUBJECT

Elder and Dependent Adult Fiduciary Abuse

AUTHOR

Hughes

BILL NUMBER

SB 1868

RELATED BILLS

DATE LAST AMENDED

SPONSORED BY

BILL SUMMARY (GENERAL, ANALYSIS, ADVANTAGES, DISADVANTAGES, COMMENTS)

GENERAL

This is a very comprehensive bill and this analysis will only focus on the parts of the bill that impact POST operations and policies. Senate Bill 1868 would:

1. Add Part 19 (commencing with Section 840) to Division 2 of the Probate Code, relating to elder and dependent adult abuse requiring officers participating in Fiduciary Abuse Specialist Teams to complete a Fiduciary Abuse training course certified by POST.

ANALYSIS

This bill focuses on protecting elder citizens from becoming victims of "fiduciary abuse" and other criminal acts of opportunity inflicted on them due to the fact that they are unable to manage their financial affairs. This bill authorizes officers to make an initial assessment of the individuals vulnerability to victimization and, if appropriate, serve a "certification" document outlining the individuals inability to manage their financial affairs to financial institutions and escrow companies in order to freeze the elders assets and protect them from fiduciary abuse. Counties are authorized to establish Fiduciary Abuse Specialist Teams (FAST) comprised of multidisciplinary personnel.

Peace officers who are members of FAST teams would be required to complete a Fiduciary Abuse Training Course certified by POST within a 24 month period prior to serving a certification document on a financial institution or escrow company on behalf of an elder citizen. Completion of the course may be satisfied by telecourse, video training tape, or other instruction. By requiring the training to be completed every 24 months, an unfunded mandate is imposed on local law enforcement. It should be noted that this training mandate only applies to peace officers who may be called upon to serve "certification" documents on financial institutions.

On February 20, 1997, POST broadcast a telecourse on Elder Abuse. In addition to the video broadcast, an *Elder Abuse Telecourse Reference Guide* was developed and distributed to the field. Both the telecourse and the reference guide contain specific guidelines for investigating elder fiduciary abuse. It appears as if this telecourse would meet the training requirement of this bill. The Fiduciary Abuse Training Course may be presented as part of a training program that includes other subjects.

OFFICIAL POSITION

Neutral

ANALYSIS BY

Tom Hood

DATE

REVIEWED BY

DATE

EXECUTIVE DIRECTOR

DATE

COMMENT

DATE

BILL ANALYSIS		State of California COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING 1601 Alhambra Boulevard Sacramento, California 95816-7083	
TITLE OR SUBJECT Update Training for Handling of Persons With Developmental Disabilities or Mental Illness		AUTHOR Vasconcellos	BILL NUMBER SB 2049
		RELATED BILLS	DATE LAST AMENDED 2-20-98
SPONSORED BY			
BILL SUMMARY (GENERAL, ANALYSIS, ADVANTAGES, DISADVANTAGES, COMMENTS)			
<p><u>GENERAL</u></p> <p>Senate Bill 2049 would:</p> <ol style="list-style-type: none"> 1. Amend Section 13519.2 of the Penal Code to require the Commission to develop update courses in the handling of persons with developmental disabilities or mental illness, or both, and require that these courses be provided to law enforcement officers every two years. <p><u>ANALYSIS</u></p> <p>Training in the handling of persons with developmental disabilities or mental illness, or both, has been presented in the basic course for a number of years. In addition, the Commission has developed and broadcast two telecourses on this topic one in 1990 and one in 1995. To meet any additional training needs of law enforcement personnel, a Plan III POST-certified training course is offered designed to train trainers in this topical area. This program is currently presented throughout the state six times per year.</p> <p>This bill is the result of an informational hearing conducted by the Senate Criminal Procedures Committee in January 1998. It is supported by special interest groups who believe that persons with developmental disabilities or mental illness are not properly handled by the criminal justice system when contacted in the field, placed under arrest, prosecuted in the courts, or placed in a detention facility. The bill does not identify any other entity within the criminal justice system as part of the target population in need of update training nor does it specify the rank(s) of law enforcement officer(s) who would be the subject of this mandate.</p> <p>Not only does this bill impose an unfunded mandate on local law enforcement agencies, but recent training needs assessments conducted by POST staff have not shown this type of training to be in high demand by the field. At the November 1997 Commission meeting, the policy pertaining to training mandates was changed to read:</p> <p style="padding-left: 40px;">"The Commission shall review each legislative proposal involving an unfunded training mandate in order to determine merit, need, and impact."</p>			
OFFICIAL POSITION Support			
ANALYSIS BY Tom Hood	DATE	REVIEWED BY	DATE
EXECUTIVE DIRECTOR	DATE	COMMENT	DATE

Strategic Plan Objective D.3 addresses the need for POST to work jointly with partners to ensure that new legislative training mandates are appropriately funded. The primary purpose for this objective is to contain costs associated with mandates made on POST and law enforcement agencies.

POST has expended the necessary effort, time, and funding to properly train California law enforcement in this important area. Both initial and update training courses are available. This, along with a lack of expressed need by law enforcement, indicates that this bill is not necessary. It is expected that this bill will receive considerable opposition from both law enforcement management and labor groups.

BILL ANALYSIS

State of California Department of Justice
COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING
 1601 Alhambra Boulevard
 Sacramento, California 95816-7083

TITLE OR SUBJECT Domestic Violence: Officer Response	AUTHOR Sweeney	BILL NUMBER AB 2172
	RELATED BILLS	DATE LAST AMENDED 2-19-98

SPONSORED BY

BILL SUMMARY (GENERAL, ANALYSIS, ADVANTAGES, DISADVANTAGES, COMMENTS)

GENERAL

Assembly Bill 2172 would:

1. Require that existing domestic violence training include the techniques for recognizing the signs of domestic violence.
2. Require that law enforcement agencies develop, adopt, and implement written policies and standards for officers' responses to domestic violence calls. The bill would add the following to the list of responses required in the aforementioned policies:
 - o transportation of a domestic violence victim to a hospital for treatment when necessary,
 - o police standbys for guaranteeing a domestic violence victim safe passage out of his or her residence, and
 - o information to a victim of domestic violence who has called for assistance, advising him or her of the names and locations of domestic violence counseling centers within the county, and the telephone numbers of those centers. By increasing the duties of local officials, this bill would impose a state-mandated local program.

ANALYSIS

The requirements of this bill are currently being met by POST and California law enforcement. Recognizing this, the author of the bill is working with POST staff to prepare amendments that would dramatically change the language of this bill and its impact on POST.

OFFICIAL POSITION

Oppose, unless amended

ANALYSIS BY Jack Garner	DATE	REVIEWED BY	DATE
EXECUTIVE DIRECTOR	DATE	COMMENT	DATE

BILL ANALYSIS		State of California COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING 1601 Alhambra Boulevard Sacramento, California 95816-7083	
TITLE OR SUBJECT Radar Operators' Training		AUTHOR Hertzberg	BILL NUMBER AB 2222
SPONSORED BY The City of Los Angeles		RELATED BILLS	DATE LAST AMENDED
BILL SUMMARY (GENERAL, ANALYSIS, ADVANTAGES, DISADVANTAGES, COMMENTS)			
<p><u>GENERAL</u></p> <p>Assembly Bill 2222 would:</p> <ol style="list-style-type: none"> 1. Amend Section 40802 of the Vehicle Code to give peace officers using radar equipment to enforce speed laws an exemption from the "speed trap" provision if they successfully completed 40 hours of training on the use of radar or other electronic devices for traffic enforcement and 16 additional hours of training for updating to new technology, approved and certified by the Commission. <p><u>ANALYSIS</u></p> <p>According the author, this bill is designed as an incentive for officers to complete at least 40 hours of radar training and 16 additional hours of training for updating to new technology in order to be exempted from the "speed trap" provision of Section 40802 of the Vehicle Code. While not designated as a mandate, this bill does impact the many peace officers who use radar for traffic enforcement purposes who have not completed at least 40 hours of radar training and 16 hours of update training.</p> <p>A review of courses currently certified by POST shows that they range anywhere from 16 to 40 hours. If passed, this bill would lead to the standardization of all radar classes to 40 hours. Also, the 16 hour update course called for in the bill does not currently exist and would have to be certified by POST.</p> <p>The financial impact to POST and local law enforcement is unknown at this time. By increasing the number of hours of training, the cost to both POST (reimbursement) and local law enforcement (training expenses) would increase. There is no funding provision in this bill.</p> <p>The author has been contacted and asked to amend this bill to delete the reference to hours of training. POST staff is suggesting the referencing of specific training courses and methodologies, not total hours. This will allow for more flexibility in determining the best method for presentation (i.e., telecourse, workbook, etc.). The author indicates that this bill is supported by the Los Angeles Police Department and the California Highway Patrol.</p>			
OFFICIAL POSITION Oppose, unless amended			
ANALYSIS BY	DATE	REVIEWED BY	DATE
Tom Hood			
EXECUTIVE DIRECTOR	DATE	COMMENT	DATE

BILL ANALYSIS

State of California
COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING
 1601 Alhambra Boulevard
 Sacramento, California 95816-7083

Department of Justice

TITLE OR SUBJECT Computer Crime	AUTHOR Hertzberg	BILL NUMBER AB 2351
	RELATED BILLS	DATE LAST AMENDED 2-20-98

SPONSORED BY

BILL SUMMARY (GENERAL, ANALYSIS, ADVANTAGES, DISADVANTAGES, COMMENTS)

GENERAL

Assembly Bill 2351 would:

1. Define computer-related stalking, subject to misdemeanor penalties.
2. Impose a state mandated, unfunded local program.
3. Require every city police officer or deputy sheriff at a supervisory level and below to complete a high-technology crimes and computer seizure training course certified by POST.
4. Require the Office of Criminal Justice Planning to conduct a feasibility study with respect to a state-operated center on computer forensics for the purpose of collecting, compiling, and analyzing information, including evidence seized in connection with criminal proceedings, in computer formats to provide assistance to state and local law enforcement agencies in the investigation and prosecution of crimes involving computer technology and to report its findings and conclusions to the Legislature on or before June 30, 2000.

ANALYSIS

This analysis addresses only the portions of the bill that relate to POST's responsibilities. POST currently provides training in computer crime as a component of the Presley Institute of Criminal Investigation (40 hours) and has a 24-hour computer crime investigation course certified to the South Bay Regional Training Consortium.

The Commission policy related to training mandates was changed in November 1997 to require a review of proposed legislation involving an unfunded training mandate in order to determine merit, need, and impact. This bill would impose a significant unfunded mandate on local law enforcement. There has not been a demonstrated need for "all" police officers and deputy sheriffs to receive this specialized training.

OFFICIAL POSITION	Oppose, unless amended		
ANALYSIS BY Jack Garner	DATE	REVIEWED BY	DATE
EXECUTIVE DIRECTOR	DATE	COMMENT	DATE

POST has recommended that the author of the bill mandate that POST develop the course but stop short of requiring all officers and deputies to attend the course. This program would permit agencies to select appropriate personnel for computer crimes training.

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

1998 Status of Active Legislation of Interest to POST (Revised April 1, 1998)

<u>Bill #</u>	<u>Subject</u>	<u>Status</u>
AB 271 (Villaraigosa)	Correctional Peace Officers: This bill would make several changes related to state agency correctional peace officers including requiring investigators under the authority of the Inspector General to complete an Internal Affairs Investigation Course certified by POST. <i>Commission Position: Support, if amended</i>	Senate Rules Committee (two-year bill)
AB 531 (Knox)	Community Policing: This bill establishes, in the Office of Criminal Justice Planning, the Community Policing Grant Program to provide grants of up to \$500,000 to local law enforcement agencies. <i>Commission Position: Opposed</i>	Senate Public Safety Committee (two-year bill)
AB 533 (Knox)	Weapons Scanning Devices: Required Training: This bill would authorize law enforcement agencies to acquire weapons scanning devices, preclude the public's access, and require peace officers who use these devices to receive POST-certified training. <i>Commission Position: Neutral</i>	Senate Public Safety Committee (two-year bill)
AB 1211 (Hertzberg)	Standards for Police Chiefs: This bill would require police chiefs and heads of local law enforcement agencies to complete the basic course and receive a POST basic certificate with 24 months of employment. <i>Commission Position: Support</i>	Assembly -- Inactive File
AB 1496 (Papan)	Public Safety Training Act of 1997: This bill would establish the Public Safety Training Facilities Fund to finance the establishment and ongoing maintenance of regional public safety skills centers. <i>Commission Position: Support</i>	Senate Appropriations Committee (two-year bill)
SB 923 (Thompson)	Traumatic Brain Injured Fund: This bill would eliminate the present \$500,000 cap on revenue to the Traumatic Brain Injured Fund and the redistribution of excess revenue to the other state penalty funds including the Peace Officer Training Fund. <i>Commission Position: Oppose</i>	Assembly Health Committee (two-year bill)

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

1998 Status of Informational Legislation of Interest to POST

<u>Bill #</u>	<u>Subject</u>	<u>Status</u>
AB 105 (Wayne)	Sentencing: Enhancements: This bill would apply enhanced punishment where a first degree robbery is carried out by two or more persons acting in concert and would also revise and recast certain felonies and redefine 'violent felony'. This bill contains other related provisions.	Senate Public Safety Committee
AB 436 (House)	Peace Officer Disability Retirement: This bill would specify that retirement for psychological disability must be accompanied with a written opinion from a physician that the retired peace officer is a danger to himself, herself, or others if permitted to carry a concealed and loaded firearm.	Senate - Inactive File (two-year bill)
AB 532 (Knox)	Firearms: This bill would make it a misdemeanor for any person to purchase more than one pistol revolver, or other firearm capable of being concealed upon the person, within any 30-day period, except as specified. This bill would also make conforming and technical changes to other provisions for existing laws and contain other related provisions.	Chief Clerk of the Assembly
AB 796 (Havice)	Sex offenders: Notification: This bill would provide that whenever a law enforcement agency makes a public disclosure of information regarding a high-risk sex offender except when including this information on a law enforcement CD-ROM registry, the law enforcement agency, shall provide the same information to the administrators of each school within a radius of five mile of that sex offender's home address. This bill contains other related provisions.	Senate Public Safety Committee
AB 1016 (Hertzberg)	Peace Officer Personnel Files: This bill would require the removal of complaints from a peace officer's personnel file that have been determined to be unfounded or exonerated.	Assembly for Amendment (two-year bill)
AB 1290 (Havice)	Kidnapping: This bill provides that if a person kidnapped is intentionally confined in a manner that exposes that person to a substantial likelihood of death, the crime is punishable by imprisonment in the state prison for life with the possibility of parole. This bill contains other related provisions.	Senate Public Safety Committee

<u>Bill #</u>	<u>Subject</u>	<u>Status</u>
AB 1386 (Goldsmith)	Public Safety Officer Procedural Bill of Rights: Public Safety: Extends Peace Officers' Bill of Rights to reserve and auxiliary officers.	Senate Public Safety Committee (two-year bill)
AB 1659 (Richter)	Homicide of Peace Officers: Reimbursement Costs and Continuances: This bill would require the Controller to reimburse any county for 100% of the costs of a trial or hearing incurred in connection with the investigation, prosecution, and defense of a case involving the homicide of a peace officer, as defined. This bill contains other related provisions.	Assembly Local Government Committee
AB 1707 (Wildman)	Body Armor: This bill would make it a felony for a person convicted of a felony, as defined, to own, possess, or use body armor without first petitioning the chief of police or county sheriff with the jurisdiction over the area in which the body armor is to be used for an official exemption, to be granted on specific grounds. This bill contains other related provisions.	Assembly Appropriations Committee
AB 1795 (Runner)	Concealed Firearms: License to Carry: This bill would include, in this three-year license provision, that the person applying for a license is of good moral character and that good cause exists. Honorably retired federal peace officers of this state and other states, judges and full-time court commissioners on magistrates of federal and California courts are now included. This bill specifies that home addresses and telephone numbers of these persons and peace officers are exempt from disclosure pursuant to an existing provision of the California Public Records Act.	Assembly Public Safety Committee
AB 2271 (Baca)	Domestic Violence: Examination and Treatment: This bill would require the Office of Criminal Justice Planning to include victims of domestic violence in its development of protocol and guidelines for the examination and treatment of victims of sexual assault and attempted sexual assault and including the collection and preservation of evidence.	Assembly Public Safety Committee
AB 2541 (Margett)	Peace Officers: Department of Parks and Recreation employees: This bill would include employees or classes of employees, of the Department of Parks and Recreation, to exercise the powers of arrest during the course, and within the scope of their employment, upon successful completion of a course in the exercise of those powers.	Assembly Public Safety Committee

<u>Bill #</u>	<u>Subject</u>	<u>Status</u>
AB 2560 (Perata)	Firearms: Civil Disorder: This bill would make certain specified firearms related civil disorder offenses misdemeanor violations. This bill contains other related provisions.	Assembly Public Safety Committee
AB 2711 (Pacheco)	Preliminary Hearings: Peace Officers: This bill would provide that peace officers who testify at a preliminary hearing via two-way, closed circuit television or videoconferencing are deemed to be in the presence of the defendant provided that the defendant's ability to cross-examine the witness is not impaired.	Assembly Public Safety Committee
AB 2734 (Pacheco)	Domestic Violence: Registration: This bill would require every person convicted of a domestic violence offense, as defined, to register with the local law enforcement department having jurisdiction over the location where the registrant resides within 14 working days of his or her release or discharge from probation or parole. This bill contains other related provisions.	Assembly Public Safety Committee
SB 9 (Lockyer)	Trial Court Funding: This bill would revise the system of state funding of trial courts.	Secretary of the Senate (two-year bill)
SB 63 (Peace)	Firearms: Pistol-Revolver Delivery Record: This bill would expand the requirements for the purchase of firearms to include the forwarding to the Department of Justice specified information that is not delivered within the required 45-day period. This bill would also add to the definition of "operation of law" and would revise and recast existing law provisions to include separate exemptions for a firearm that is not capable of being concealed upon a person and a firearm that is capable of being concealed upon a person. This bill contains other related provisions.	Assembly Appropriations Committee
SB 139 (Kopp)	Police Protection Districts: This bill requires that if a district maintains and operates its own police department, the police department, its chief of police and its employees shall have all the rights, duties, privileges, immunities, obligations, and powers of a municipal police department.	Assembly Committee on Local Government (two-year bill)

<u>Bill #</u>	<u>Subject</u>	<u>Status</u>
SB 1390 (Kopp)	Peace Officer Uniform: Existing law provides that it is a misdemeanor for any person other than one who, by law, is given the authority of a peace officer, to willfully wear, exhibit, or use the authorized badge, insignia device, label, certificate, card, or writing of a peace officer with the intent of fraudulently impersonating a peace officer, or of fraudulently inducing the belief that he or she is a peace officer. This bill would, in addition, make those prohibitions applicable with respect to a peace officer uniform. The bill contains other related provisions.	Senate Appropriations Committee
SB 1451 (Kopp)	Criminal Offender Registration: This bill would require every person who has two prior felony convictions, for 20 years from the date of his/her release from custody or sentencing for any conviction, while residing in California, to register with the chief of police or the sheriff within five working days of coming into any city, county, or city and county, and to annually update that registration. Failure to register pursuant to this provision would be a misdemeanor. This bill contains other related provisions.	Senate Second Reading
SB 1690 (Rainey)	Peace Officers: This bill would make a number of provisions of existing law enforceable by members of the San Francisco Bay Area Rapid Transit Police Department, the University of California Police Department, and the California State University Police Departments. This bill contains other related provisions.	Senate Public Safety Committee
SB 2125 (Mountjoy)	Concealed Weapons: License Renewals: This bill would authorize the chief or other head of a municipal police department of any city or county to issue a license to carry a concealed firearm. This bill contains other related provisions.	Senate Public Safety Committee
SCA 25 (Haynes)	State Budget: This measure would require that the budget submitted by the Governor to the Legislature for the 1999-2000 fiscal year, and each subsequent fiscal year, be developed so that the maximum recommended expenditures for each state agency is the total amount appropriated to that agency for the current fiscal year reduced by 1%, except as specified, and that the aggregate recommended expenditures in the budget for state agencies not exceed the total amount appropriated for the current fiscal year reduced by 1%. This bill contains other related provisions.	Senate Budget and Fiscal Review Committee

<u>Bill #</u>	<u>Subject</u>	<u>Status</u>
SJR 22 (Costa)	Crime Victims: This measure would memorialize the Congress and President of the United States to enact United States Senate Joint Resolution No. 6 of the 105th Congress, which proposes an amendment to the Constitution of the United States to protect the rights of crime victims.	Senate Public Safety Committee (two-year bill)

DEPARTMENT OF CALIFORNIA HIGHWAY PATROL

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March 9, 1998

File No.: 1.7308.A583

Mr. Kenneth J. O'Brien, Executive Director
Commission on Peace Officer Standards and Training
1601 Aihambra Boulevard
Sacramento, California 95816-7083

Dear Mr. O'Brien:

Thank you for your kind words of sympathy for our loss of Officer Scott M. Greenly. I know you truly understand the heavy burden each and every officer carries when a colleague dies.

The loss of an officer in the line of duty is a dreaded moment for the head of a law enforcement agency. There is nothing we can do or say that will mitigate the tragic loss, and no experience prepares us to deal with the heartbreak of family and peers of the deceased. However, in all the sadness, I have a feeling of pride in the caliber of men and women who are willing to lay their lives on the line for the safety of our communities.

Your tribute to Officer Greenly at the opening of your January 22 Commission Meeting was very thoughtful and meaningful to us. We will indeed pass this expression of compassion and appreciation on to the family of Officer Greenly.

Again, we appreciate your condolence.

Sincerely,


D. O. HELMICK
Commissioner